Job Hazard Analysis (JHA).

A JHA is a procedure that helps integrate accepted hazard, health, and safety principles and practices into a particular task or job operation.

In a JHA, each basic step of the job is to identify potential hazards and to recommend the safest way to do the job.

JHA's can be used for the QCI during the in-progress to establish if the workers follow safety regulations

If the crew is unfamiliar with a JTA the QCI should introduce them to the form and concept as well as recommend safety training for the crew.

Four basic stages in conducting a JHA are:
(1) Selecting the job to be analyzed
(2) Breaking the job down into a sequence of steps
(3) Identifying potential hazards
(4) Determining preventive measures to overcome these hazards

After a job has been chosen for analysis, the next stage is to break the job into steps. A job step is defined as a segment of the task necessary to advance the work. Each step is recorded in sequence.

Once the job steps have been recorded, potential hazards must be identified at each step. Based on knowledge of the job and personal experience list the things that could go wrong at each step.
The job analyst can use questions such as these:

1) Can any body part get caught in or between objects?
2) Do tools, machines, or equipment present any hazards?
3) Can the worker slip, trip, or fall?
4) Can the worker suffer strain from lifting, pushing, or pulling?
5) Is the worker exposed to extreme heat or cold?
6) Is excessive noise or vibration a problem?
7) Is there a danger from falling objects?
8) Can weather conditions affect a hazard?
9) Are there dusts, fumes, mists, or vapors in the air?

The final stage in a JHA is to determine ways to eliminate or control the hazards identified. The generally accepted measures, in order of preference, are as follows.

Eliminate the Hazard. These techniques should be used to eliminate the hazards:

1) Choose a different process
2) Modify an existing process
3) Substitute with less hazardous substance
4) Improve environment (ventilation)
5) Modify or change equipment or tools

Contain the Hazard. If the hazard cannot be eliminated, contact might be prevented by using enclosures, guards, worker containment, or similar devices.

Revise Work Procedures. Consideration might be given to modifying steps that are hazardous, changing the sequence of steps, or adding additional steps.

Reduce the Exposure. One way of minimizing exposure is to reduce the number of times the hazard is encountered. An example would be use of appropriate personal protective equipment (PPE).

Job Hazard Analysis

Job:			
Job Location:			
Task or Step	**Hazards**	**Controls**	**Personal Protective Equipment (PPE)**

JHA by:	
Date:	

Instructions: Use this basic form "as is" to identify hazards, controls, and PPE at the job task (or step) level. You can modify the form to meet any additional needs of your workplace. JHA hazard information can be used to develop separate safe work procedures for employee use.

Job: You need to first select a job (or main activity) to observe and analyze.

Tasks or Steps: List tasks or steps that are part of the job you selected in the "Task" column.

Example: "Operating a table saw" would be the job while "Installing a blade" and "Ripping" would be separate tasks.

Hazards: Note any condition in the workplace that can potentially cause occupational injury, death or disease. Assume that no personal protective equipment is being worn, even if it is because hazards could persist if PPE isn't used. You may choose to add detail about how injuries could occur due to the hazard.

Examples of hazards include working at heights, slippery surfaces, exposed moving machinery parts, fire, explosion, noise, electricity, toxic emissions, corrosive chemicals, low oxygen, repetitive tasks, heavy lifting, infectious bloodborne pathogens, assault, and homicide.

Examples of how injuries can occur are working at height can cause falls that can result in broken bones, paralysis or death. Noise exposure can cause permanent and severe ringing in the ears, and hearing loss. Exposure to corrosive chemicals can cause permanent skin damage and blindness, while working in low oxygen areas can lead to sudden suffocation, unconsciousness, and death.

Controls: Note how you will eliminate or minimize the hazard. This does NOT include PPE.

Examples of controls include using a safer tool, equipment or chemical, adding safeguards to machinery, using safer work practices, using local exhaust ventilation for toxic emissions, and enclosing noisy equipment or moving workers away from such equipment to reduce exposure levels.

PPE (Personal Protective Equipment): Detail what type of PPE is needed for each hazard that cannot be eliminated or minimized using controls.