

JOB SAFETY ANALYSIS (JSA)

Hazard identification and management of processes that are new, changed, or out of the normal SOP scope

JSA Name:

Scope of Works:



JSA TEAM NAMES	

TASK DESCRIPTION

* Refer to Risk Assessment Matrix on last page

STEP #	STEP DESCRIPTION	POTENTIAL RISK	RAW RISK SCORE*	CONTROL MEASURES	RESIDUAL RISK SCORE*	BY WHOM
1						
2						
3						
4						
5						
6						

STEP #	STEP DESCRIPTION	POTENTIAL RISK	RAW RISK SCORE*	CONTROL MEASURES	RESIDUAL RISK SCORE*	BY WHOM
7						
8						
9						
10						
11						
12						

JSA APPROVER:

Name: _____ Position: _____

Signature: _____ Date: _____

I have read, understand and agree to the procedure and controls documented.

PERSON(S) PERFORMING THE WORK:	DATE:

NOTES



Consequence(s)

	Impact on People	No incident or first aid injury	Minor injury (requires onsite first aid, no medical care, person can continue working)	Serious injury (requires medical treatment by a doctor with or without multiple non-life-threatening serious injuries)	Death or multiple life-threatening injuries/multiple people injured
Natural Environment		Negligible discharge; event contained within site. Short term, no lasting effects on physical environment and ecosystems	Event contained within site. Short term and minor effects on physical environment and ecosystems	Offsite release or spill. Moderate medium term effects on physical environment and serious short term effects to ecosystems	Major offsite release or spill. Long term destruction of natural environment and ecosystems
Financial		Minor property damage (<\$1000)	Property damage (\$1000 - \$5000)	Property Damage (\$5000-\$250,000)	Property Damage (\$250,000+)
Legal Compliance		Unintentional minor breach of regulations. Immediate corrective action implemented for non-compliance. Prosecution unlikely with no risk of serious harm or significant risk of environmental impact	Breach of law or non-compliance with minor litigation possible	Serious breach of regulations and/or acts with possible prosecution and/or infringements	Very high fines or awards against Council. Breaches punishable by imprisonment. Prolonged multiple litigations
		Insignificant	Minor	Moderate	Major
	Almost Certain	Medium (5)	High (10)	High (15)	Extreme (25)
	Likely	Medium (4)	Medium (8)	High (12)	Extreme (20)
	Possible	Low (3)	Medium (6)	Medium (9)	High (15)
	Unlikely	Low (2)	Medium (4)	Medium (6)	High (10)
	Rare	Low (1)	Low (2)	Low (3)	Medium (5)

Risk Assessment Matrix

Likelihood of the risk eventuating	Risk Management Response				Responsibility
	Tolerance	Cease operations - senior management attention	Risk is not acceptable. Eliminate risk with alternate management plan	Senior Management	
Extreme No tolerance & unacceptable	High	Low tolerance	Requires definitive management required to reduce risk to As Low As Reasonably Practicable (ALARP) eliminate risk	Detailed action plan required - consider engineered controls to eliminate risk	Activity Managers
Medium Medium Tolerance	Medium	Medium Tolerance	Risks are required to be actively managed and monitored to ensure no escalation of risk	Specific controls/procedures to manage and monitor risk	Activity Managers/Team Leaders
Low High tolerance	Low	High tolerance	Risks are managed and monitored with normal operational procedures and policies	Routine standard operating procedures	All staff

DIAGRAMS