

Insert Company Logo	Contractor – Job Safety Analysis	Version No:	1.0
		Issued:	31 May 2017
		Reviewed:	
		Next Review:	30 May 2020

Contractors must complete a Job Safety Analysis (JSA) prior to commencing work if the contracted work **DOES NOT** involve high risk construction work and the value of the work is less than \$450,000, but involves:

- (a) Confined Space work
- (b) Demolition
- (c) Diving work
- (d) Electrical work
- (e) Excavation
- (f) Fall risks e.g. working in the vicinity of an edge, in or on an elevated workplace etc
- (g) Falling objects
- (h) Hazardous manual tasks
- (i) Hot work
- (j) Noise
- (k) Remote or isolated work
- (l) Working adjacent to moving traffic or pedestrians/public
- (m) Working on or near live electricity
- (n) Working over a pit/hole
- (o) Working with hazardous chemicals, including asbestos or lead, or
- (p) Working with plant

A JSA is the process of critically examining a work task and re-engineering that task to ensure that the necessary and relevant health and safety principles are followed. (please see the attached JSA Worksheet).

The following steps apply in a JSA:

Activity	List the tasks required to perform the activity in the sequence they are carried out
Hazards	Against each task list the hazards that could cause injury when the task is performed
Risk control measures	List the control measures required to eliminate or minimise the risk of injury arising from the identified hazard. <i>The aim is to adopt the control measure most capable of either eliminating or minimising the risk at the source. The hierarchy of control should be applied i.e. elimination, substitution, isolation, engineering control, administrative (supervision, training, Safe Operating Procedure), Personal Protective Equipment (goggles, gloves, hard hat, overalls, boots).</i>
Who is responsible	Write the name of the person responsible (supervisor or above) to implement the control measure identified

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Company name:
Date:
R/A No.:

Site Name:
Permit to work requirement:

 YES

 NO

Contractor:
Approved by:

Activity:

Activity	Hazards	Risk Control Measures	Who is responsible?
List the tasks required to perform the activity in the sequence they are carried out.	Against each task list the hazards that could cause injury when the task is performed.	List the control measures required to eliminate or minimise the risk of injury arising from the identified hazard.	Write the name of the person responsible (supervisor or above) to implement the control measure identified.