pointCPD

Job Safety Analysis

Task-based risk assessment

Complete this with the workers doing the task, at the work area, before work starts. If the task is high-risk construction work, a safe work method statement (SWMS) is also required.

1. Task details

Task What is being done			
Site / project		**Location on site**	
Company		**Supervisor**	
JSA number		**Date**	
Related SWMS (if any)		**Permits required**	

2. Site conditions checked at the work area

- ☐ Ground stable and level
- ☐ Underground services located
- ☐ Public or traffic interface
- ☐ Edges, openings and penetrations
- ☐ Other: _____
- ☐ Weather suitable
- ☐ Access and egress clear
- ☐ Lighting adequate
- ☐ Hazardous materials present
- ☐ Overhead powerlines or services
- ☐ Other trades working nearby
- ☐ Housekeeping and trip hazards
- ☐ Noise or dust from other work

3. Risk rating

Rate each step before and after controls.

Likelihood ↓ / Consequence →	Insignificant	Minor	Moderate	Major	Catastrophic
Almost certain	M	H	H	E	E
Likely	M	M	H	H	E
Possible	L	M	H	H	E
Unlikely	L	L	M	H	H
Rare	L	L	M	M	H

- **E** Extreme: do not start. Eliminate or redesign the task before any work.
- **H** High: work only with higher-order controls in place and a supervisor sign-off.
- **M** Medium: controls in place, monitored during the task.
- **L** Low: manage by routine procedures.

4. Steps, hazards and controls

Step	Hazards	Risk before	Controls	Risk after	Who
EXAMPLE *Carry gutter lengths from stack to scaffold*	*Manual handling of long lengths; trip hazards on the path*	*M*	*Two-person carry for lengths over one person's reach; clear and mark the carry path first; gloves for sharp edges.*	*L*	*Both installers*
EXAMPLE *Fix gutter brackets from the scaffold*	*Fall from height; dropped tools onto path below*	*H*	*Scaffold with full edge protection and tag current; tool lanyards; exclusion zone below with barrier.*	*M*	*Leading hand*

5. Protective equipment for this task

- [ ] Hard hat
- [ ] Safety glasses
- [ ] Hi-vis
- [ ] Safety boots
- [ ] Gloves
- [ ] Hearing protection
- [ ] Respirator
- [ ] Harness
- [ ] Face shield
- [ ] Sun protection
- [ ] Knee pads
- [ ] Long clothing
- [ ] Other: _____

6. Stop-work triggers

Stop and reassess if: the weather changes, the method or equipment changes, another trade starts work in the area, a control cannot be put in place, or anyone feels unsafe. Update this JSA and re-brief before restarting.

7. Crew sign-on

I helped prepare or was briefed on this JSA, I understand it and I will follow it.

Name	Company	Role	Signature	Date

8. Supervisor review

Reviewed by		Date	

Changes made during the task	