

# Job Hazard Analysis

Project Name / Job Number:		Company Name:	
Location:		Address:	

Task or Step	Hazards	Controls	Personal Protective Equipment (PPE)

JHA by:	
Date:	

## Job Hazard Analysis 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. Job Hazard Analysis (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 or Step” 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 (PPE) 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:* work at height can result in 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; and working in low oxygen areas can lead to sudden suffocation, unconsciousness, and death.

**Controls:** Note how you will eliminate or minimize the hazard. This doesn’t include PPE.

*Examples of controls include:* Using a safer tool or 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.

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