

# SAMPLE JOB SAFETY ANALYSIS (JSA)

**Documenting your chosen control measures helps show you have met your legal obligations. Keep records to track what has been done and what is planned; effective record-keeping can save time and money.**

<b>JSA number</b>	<b>Date</b>	<b>JSA team names</b>
<b>Clearance issuer</b>		

## Task description

Removal of guarding from No. 1 and No. 2 conveyors for routine cleaning

Step no.	Step/task description	Potential hazard	Potential consequence ranking	Likelihood ranking	Overall risk rating	Control measures	Revised risk rating
1	> Job preparation	> Lock-out not put in place > Nips and cuts > Residual gypsum	Major	Likely	Extreme	> Permit/JSA/induction current > Induction of contractors and employees are current > Correct personal protective equipment to be worn as site procedure/clearance certificate	High
2	> Isolate equipment as per isolation procedure > No. 1 conveyor lock and tag off > No. 2 conveyor lock and tag off	> Lack of communication > Nips and cuts > Slips, trips	Major	Moderate	Extreme	> Inform affected parties before commencing isolations > Be aware of pinch points > Be aware of slip, trip hazards > Follow isolation procedures	High

3	> Using cold tools, remove end guarding as required	> Equipment not correctly isolated > Use of tools > Nips, cuts > Manual handling > Residual gypsum	Major	Likely	Extreme	> Ensure equipment correctly isolated as before commencing > Use correct tools for task	High
4	> Clean end chutes on conveyors as required	> As per standard operating procedures					
5	> Using cold tools replace end guarding as required	> As per step 3					
6	> De-isolate the equipment as per the isolation procedure	> As per step 2					

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

Person(s) performing the work:	Date:
1.	
2.	
3.	

*For more tools to help you to document machinery hazards see Section 11 of the Safe Use of Machinery BPG.*