



Job Safety Analysis Made Easy

Student Materials
MTI Level One Course
Consultation Education and Training Division
Michigan Occupational Safety and Health Administration
Michigan Department of Labor and Economic Opportunity
www.michigan.gov/miosha
517-284-7720



Job Safety Analysis Made Easy

Presented By:
Consultation Education and Training (CET) Division
Michigan Occupational Safety and Health Administration
Michigan Department of Labor and Economic Opportunity
www.michigan.gov/miosha
517-284-7720



1

OBSERVATION

SKYONE



2

OVERVIEW

The Big Picture In Michigan this Week....

- 13 workers will experience an amputation.
- 800 workers will have days away or restricted cases.
- 1900 workers will suffer a MIOSHA recordable injury/illness.
- Another worker will probably die in a program related accident every other week.



3

Job Safety Analysis

Focusing Your Safety and Health Efforts

- This course will help you to understand and conduct your own Job Safety Analysis.
- The aim is to help you identify and correct the most serious safety issues facing your particular situations.
- These principles may be applied to other loss prevention efforts (environmental and fire protection, liability, etc.).

4

OBJECTIVES

- Describe what a **Job Safety Analysis (JSA)** is and its purpose.
- Introduce some basic skills in the recognition and control of occupational hazards.
- Introduce JSA techniques and create a simple and effective JSA.
- Identify how to use a JSA within Safety and Health Programs.

5

WHAT IS A JOB SAFETY ANALYSIS?

- A written procedure that identifies hazards in each job task and develops solutions that will eliminate, control or provide protection from the hazards or potential incident.
- JSAs focus on the relationship between the worker, the task, the tools and the work environment.

6

WHAT IS A JOB SAFETY ANALYSIS?

- Types of JSA
 - Routine
 - Non-Routine

7

JOB SAFETY ANALYSIS

JSA is used to determine:

- Physical, procedural, and/or environmental-based hazards that do or could exist
- Actions of personnel which could result in accidents or injuries
- Measures to be implemented which will eliminate or control hazards so the job can be performed safely

8

WHY CONDUCT A JSA?

- Hazard Awareness and Recognition
- Prevent Injuries, Illnesses, or Worse...
- Documents Proper Job Procedures
- Training Tool
- Sometimes the hazards and risks are not easily recognized. A JSA will help bring attention through a step-by-step review.

9

ADVANTAGES OF JSAs

- Improved job performance
- Coordinates with PPE selection, ergonomic assessments, complying with ADA
- Job and accident review tool
- Identify jobs for return-to-work program

10

ADVANTAGES OF JSAs Cont.

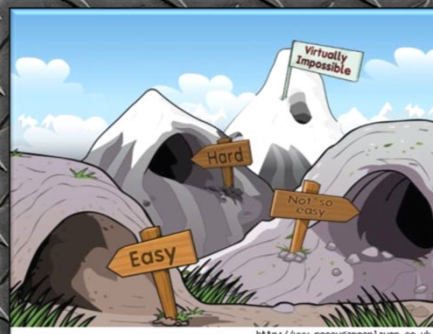
- Identify the unsafe acts/conditions
- Aid in S.O.P.'s / S.O.G.'s (Creation and/or Improvements)
- New equipment purchases
- Employee involvement (Worker Participation)

11

11

CHALLENGES OF JSAs

- Requires commitment
 - Time and Budget
- Needs patience
- It's not a product – It's a process
- May find things you really didn't want to discover



12

12

SAFETY AND HEALTH PROGRAMS

- Management Leadership
- Worker Participation
- Hazard Identification and Assessment
- Hazard Prevention and Control
- Education and Training
- Program Evaluation and Improvement
- Communication and Coordination for Host Employers, Contractors, and Staffing Agencies

13

13

JSAs WITHIN THE S and H PROGRAM

- Safety Training
- Injury and Illness Management
- Hazard Identification
- Personal Protection Hazard Analysis
- MIOSHA Standard Compliance
- Chemical Identification

14

14

WORKSITE ANALYSIS

- **Proactive Efforts**
 - Comprehensive surveys
 - Change analysis
 - Routine hazard analysis
 - Regular site inspections
- **Reactive Efforts**
 - Accident and near miss investigations
 - Pattern or trend analysis
 - MIOSHA investigations



15

15

WHEN SHOULD A JSA BE CREATED

JSA should be created when:

- Job does not currently have JSA
- New job is created or new equipment used
- When an accident or near miss occurs
- When an employee has a concern
- Check injury logs for job-related incidents

16

16

JSA TEAM MEMBERS



Typical members:

- Safety Manager/Administer
- Safety Committee/Team
- Employees
- Supervisors
- Human Resources
- Engineering
- Maintenance

17

17

WORKER PARTICIPATION

Reasons for involving employees:

- Familiarity, identifies hazard not observable
- Avoids alienation and gains “buy-in” for necessary changes
- Higher success rates and more effective JSA results

18

18

RESISTANCE

Departmental managers may not fully cooperate because:

- Process seen as a disruption to their work area
- Employee involvement detrimental to productivity

Overcome by communicating benefits of JSA and involving management members at the start of the process

***** Having an *effective SHP* will greatly limit resistance to JSAs. *****

19

19

APPROACHES TO JSA

- **OBSERVATION METHOD**

- Preferred Method



- **DISCUSSION METHOD**

- Secondary Method



20

20

OBSERVATION METHOD

- Directly observe the job task to evaluate each step and understand the hazards involved.
- Ask questions of the operators and draw upon their knowledge of established procedures, problems, and difficult areas.



21

21

DISCUSSION METHOD

- Requires getting people together who have knowledge of the job and discuss a particular job task.
- Job analysis is not done at the site of the job. Some points could be missed.



22

22

ELEMENTS OF A JSA

Four basic steps:

1. Select job for analysis
2. Break each selected job into steps
3. Identify the hazards associated with each step
4. Eliminate or correct the hazards- Hazard Control

23

23

STEP 1: SELECTING JOBS FOR JSA

- Conduct a worksite analysis
- High risk jobs first
- Indicators used to select jobs:
 - Frequency
 - Severity



24

24

IDENTIFY THE JOB/TASK FOR ANALYSIS

- Observe employees doing their jobs to identify potential hazards that may lead to an injury. Pay attention to the amount of time the employee is exposed to a particular hazard.
- Talk with employees to find out what they think is the most hazardous part of their job, ask them if what you observed them doing is typical.

25

25

IDENTIFY THE JOB/TASK FOR ANALYSIS

1. Fall Hazards
2. Confined Space Entry
3. Excavations, Hoists or floor openings
4. Moving Equipment
5. Pinch Points
6. Chemicals
7. Crushing Hazards
8. Dusts

1. Working at heights?
2. Do employees have to enter a confined space?
3. Can employees fall into or through?
4. Is there machinery, forklifts etc. in the area?
5. Do moving parts in machinery create pinch points? Can employees get caught in machinery or belts and pulleys, chains, and sprockets, etc.?
6. Do employees use solvents, acids, bases, pesticides, consumer products, etc.?
7. Can employees get crushed (under or between) objects?
8. Does the process create or are employees exposed to dusts (wood dust, grinding dusts, etc.)

26

26

IDENTIFY THE JOB/TASK FOR ANALYSIS

1. Electrical Hazards
2. Lighting Levels
3. Stored Energy Hazards (electrical, mechanical, pressure)
4. Falling or dropping objects
5. Motor vehicles or traffic
6. Sharp objects
7. Slip, trip or fall hazards
8. Physical layout of workplace
9. Ladder or Scaffold use

1. What is the condition of your extension cords, wiring, service panels, etc.?
2. Is there enough light to do the work?
3. Can stored energy be released by the work? (LOTO)
4. Are people working overhead?
5. Do employees have to drive or work in traffic as part of the job?
6. Do employees use knives, razors, etc.?
7. What is the condition of the walking/working surfaces, housekeeping, etc...?
8. Does the layout or process flow create a hazard?
9. Are ladders or scaffolds used in the work?

27

IDENTIFY THE JOB/TASK FOR ANALYSIS

1. Weather
2. Fire/Explosion
3. Access and Egress
4. Process Flow
5. Location of employees in the area
6. Human factor issues
7. Material Moving or Handling
8. Repetitive Motion

1. Can the weather create hazards?
2. Is there a potential for a fire or explosion?
3. Can employees safely get to their work areas? Can they safely evacuate in the case of an emergency?
4. Does the flow of product through the process create a hazard? Does the work pose a hazard to them, or does their work pose a hazard to the job being analyzed?
5. Is the training adequate?
6. Are the employees fatigued? How fit are the employees, etc...?
7. Do employees have to lift or carry heavy objects?
8. Does the job require repetitive motion (typing, etc...)?

28

JOB SELECTION PRIORITY

- History of injury/illness
- History of near misses
- Obvious high hazard severity
- MIOSHA required programs
- Newly established jobs
- Recently changed jobs
- Employee and/or safety committee input



29

29

JOB SELECTION PRIORITY

- **Severity**
 - High/medium/low
- **Probability**
 - Number of employees
 - Frequency and duration of exposure
 - Proximity



30

30

MATERIALS TO AID IN JOB SELECTION

- Accident/incident reports
- MIOSHA 300 logs
- Workers' compensation claims

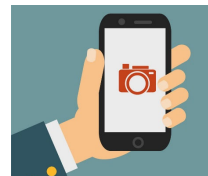
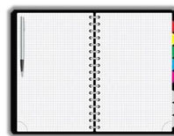


31

31

TOOLS AND EQUIPMENT

- Camera
- Notebook
- Employee interviews
- Supervisor interviews



32

32

EMPLOYEE INTERVIEWS

- Conduct the interview near the work area
- Explain only looking for facts
- Ask open-ended questions
- Ask employee to write down job steps
- Thank the person for helping

33

33

STEP 2: JOB TASK BREAKDOWN

- List each step of the job in order of occurrence as you watch the employee perform the job.
- Don't break the job down into steps so small as to be meaningless or too broad that something is missed.

34

34

WHAT IS A JOB?



35

35

WHAT IS A JOB?

- A **Position** is a description of a function within the company.
 - Supervisor, Assembler, Material Handler, Mason, Electrician, Engineer, Doctor, Nurse
- Each position is responsible for one or more **JOBS**.

36

36

EXAMPLES OF JOBS

JOBS – sequence of steps or activities that together accomplish a goal.

- Hanging a door
- Unloading drums from a truck with forklift
- Filling cans on an assembly line
- Machining parts on a mill
- Excavating a trench for a water line
- Transferring a patient from a bed to a wheelchair

37

37

JOB BREAKDOWN

- List basic job steps (6-15)
- Briefly describe required action
- Ask employees to validate



38

38

INFORMATION REVIEW

- Using information gathered, including employee interviews, review and revise job steps as necessary to accurately reflect current performance of job.



39

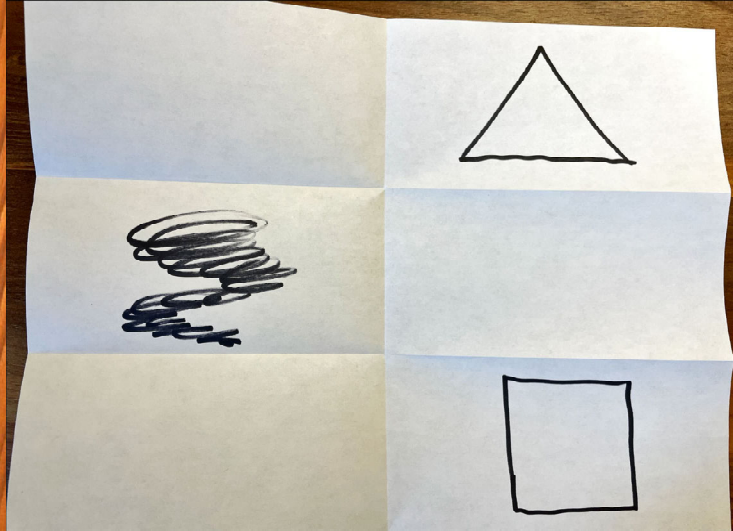
39

ACTIVITY

40

40

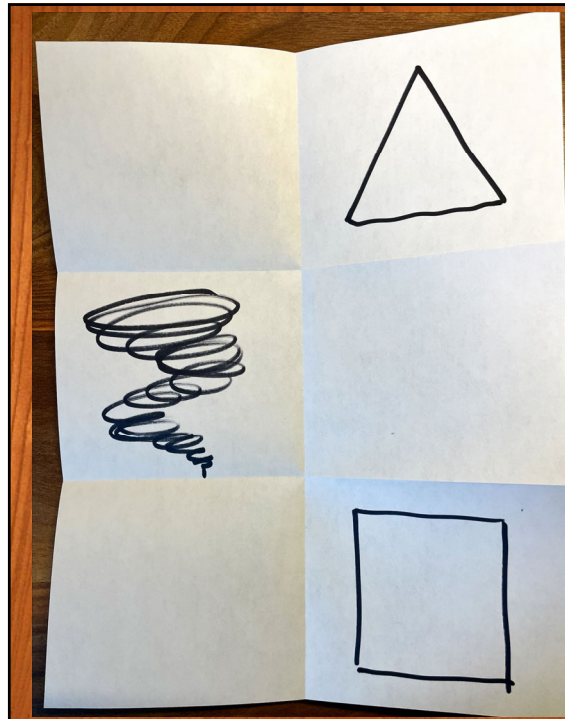
DID YOUR PAPER LOOK LIKE THIS?



41

41

OR THIS?

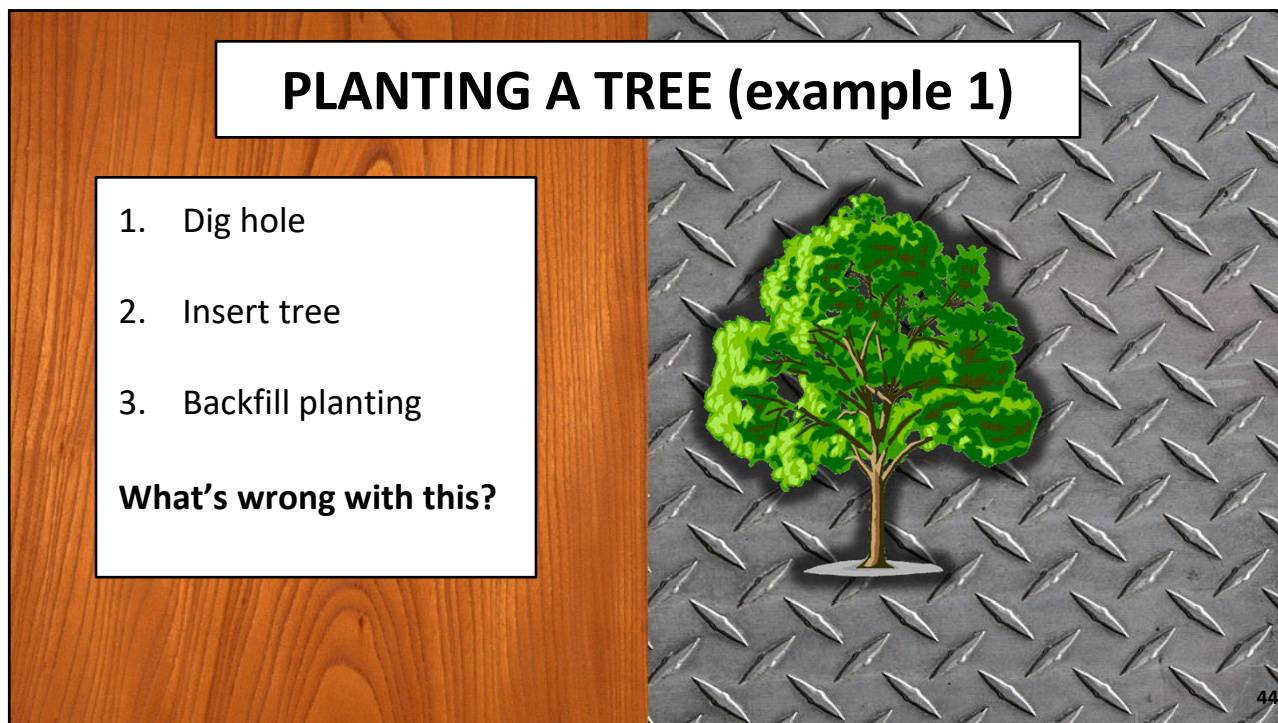


42

42



43



44

PLANTING A TREE (example 2)

1. Pick up shovel
2. Position shovel
3. Put foot on shovel
4. Push shovel with foot
5. Etc...

What's wrong with this?



45

45

PLANTING A TREE (example 3)

1. Bring tools
2. Dig hole
3. Prepare hole
4. Position tree in hole
5. Backfill, tamp, and water
6. Brace tree
7. Return tools



46

46

STEP 3: IDENTIFYING HAZARDS

- Recorded steps must be examined to determine hazards that exist or might occur.
- Identification of hazards should include the hazards associated with:
 - machines
 - tools
 - supplies
 - job procedures
 - surroundings



47

JSA WORKSHEET

Job Safety Analysis and Risk Assessment					
Site:					
Dept. Name:					
Job Name:					
Job Description:					
(Severity Rating: 1- Bump or Scratch; 2- 1 st Aid; 3- Possible Recordable Injury; 4- Lost Time Injury; 5- Life Threatening)					
Step	Procedure	Potential Hazard(s)	Protection(s)	Severity	Probability
1.					
2.					
3.					
4.					
5.					
6.					
7.					
				Severity + Probability Total =	
Assessor _____		Date _____		Reviewed By _____	
				Date _____	

48

48

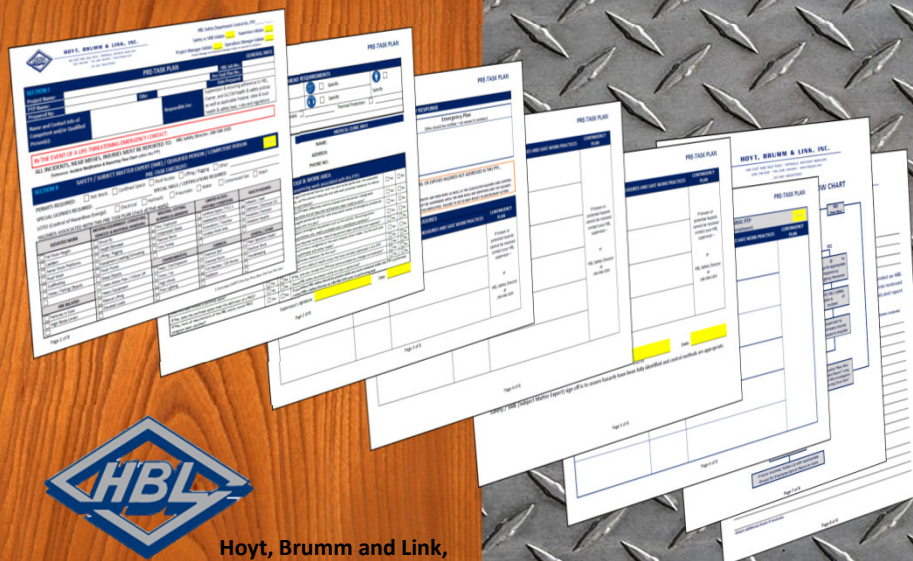
JSA WORKSHEET

Company:		Plant Location:	Date Filed:	
Job Task(s) Name:		Page ___ of ___	Date of Analysis:	Original <input type="checkbox"/> Repeat <input type="checkbox"/>
Employee(s) Performing the Job:		Supervisor:		Analysis By:
Personal Protective Equipment:		Department:		Reviewed By:
Sequence of Basic Job Steps	Hazards Associated with Task	Possible Solutions to Hazards	Assigned to	

49

49

JSA WORKSHEET



Hoyt, Brumm and Link,
Inc.

50

50

JSA WORKSHEET



Hoyt, Brumm and Link, Inc.

SITE: GE Aviation Muskegon
 TASK NAME: Benching
 TASK DESCRIPTION: Benching Operations*

JOB SAFETY ANALYSIS

Page 1 of 7

Last Reviewed: 6-April-18
 Last Revised: 6-April-18

(SEVERITY RATING: 1 - BUMP OR SCRATCH; 2 - FIRST AID; 3 - POSSIBLE RECORDABLE INJURY; 4 - LOST-TIME INJURY; 5 - LIFE THREATENING)

Benching Operations	Procedure	Potential Hazard	Protection	Severity (5- severe 1-mild)
1.	(Pencil Grinding) Using pencil grinder, de-burr along edges, steps on part, and holes. Turn & rotate part as necessary to get all areas of part.	Puncture to hand from deburring tool Foreign body striking eyes Awkward hand, neck, & wrist posture Static postures Benching dust	Shift stretches, wear puncture resistant glove on hand that holds part, safety glasses with secondary eye protection, eyes on path with part-gripping hand out of the line of fire, ensure chair and bench are adjusted to proper level, ensure dust collector is on and working adequately. See attached pictures illustrating proper use, placement, and wear of PPE and engineered controls.	1-4
2.	(Disc Sanding) Use disc sander to polish and de-burr the part. Rotate part as necessary to get all areas.	Abrasion to hand from deburring tool Foreign body striking eyes Awkward hand, neck, & wrist posture Static postures Benching dust	Shift stretches, wear cut resistant glove on hand that holds part, safety glasses with secondary eye protection, eyes on path with part-gripping hand out of the line of fire, ensure chair and bench are adjusted to proper level, ensure dust collector is on and working adequately. See attached pictures illustrating proper use, placement, and wear of PPE and engineered controls.	1-4



3.	(Hand Belt Sander) Use belt sander to de-burr the part. Rotate part as necessary. De-burr flow path radius.	Abrasion to hand from deburring tool Foreign body striking eyes Awkward hand, neck, & wrist posture Static postures Benching dust	Shift stretches, wear cut resistant glove on hand that holds part, safety glasses with secondary eye protection, eyes on path with part-gripping hand out of the line of fire, ensure chair and bench are adjusted to proper level, ensure dust collector is on and working adequately. See attached pictures illustrating proper use, placement, and wear of PPE and engineered controls.	1-4
4.	(Abrasive flapper/ Belt Sanding) Manually hold part against tool, deburring edges.	Abrasion to hand from deburring tool Foreign body striking eyes Awkward hand, neck, & wrist posture Static postures Benching dust	Shift stretches, wear cut resistant glove on hand that holds part, safety glasses with secondary eye protection, eyes on path with part-gripping hand out of the line of fire, ensure chair and bench are adjusted to proper level, ensure dust collector is on and working adequately. See attached pictures illustrating proper use, placement, and wear of PPE and engineered controls.	1-4

53

53


5.	(Pinning) Use appropriate pin for the job and use to gauge or break through holes on parts.	Puncture to hand from deburring tool Foreign body striking eyes Awkward hand, neck, & wrist posture Static postures Benching dust Pinch grip	Shift stretches, wear puncture resistant glove on hand that holds part, safety glasses with secondary eye protection, eyes on path with part-gripping hand out of the line of fire, ensure chair and bench are adjusted to proper level. See attached pictures illustrating proper use, placement, and wear of PPE and engineered controls. **Wear a leather glove if using a K-file	1-4
6.	(Grey Wheeling) Manually hold part against grey wheel and rotate part to remove burrs.	Abrasion to hand from part or grey wheel Part can be pulled out of hands Foreign body striking eyes Awkward hand, neck, & wrist posture Static postures Benching dust	Shift stretches, wear cut resistant gloves on both hands, safety glasses with secondary eye protection, set grey wheel to comfortable height level, tongue guard should be set at ¼" above wheel, ensure dust collector is on and working adequately. See attached pictures illustrating proper use, placement, and wear of PPE and engineered controls.	1-4

54


54




GE Aviation




Caution!




Note the K-file pictured here. **Leather gloves offer the most puncture resistance.** Always wear a leather glove on the hand holding the part while using this tool.




Do not store pins vertically. Keep them horizontal to prevent accidental puncture wounds.



This is an example of a typical dust collection system used at a benching station. While some units automatically turn on at machine start-up, many don't. Always ensure system is running and functioning correctly.




This is an example of a flexible, magnetic mounted secondary eye protection. The bottom arrow depicts a ¼" maximum gap between the top of the wheel and the tongue guard.




This is an example of fixed secondary eye protection mounted to the grey wheel. The bottom arrow depicts the adjustment handle located at knee level.

55

55



This is an example of an automated adjustable bench. Notice that dust is collected through flexible hoses or through screen on bench surface. Arrow depicts location of height adjustment switch.



This is an example of proper pencil grinding benching with secondary eye protection in place. Note the operator is wearing a leather glove on the hand holding the part. **Leather gloves offer the most puncture resistance.**

56

56

HAZARD TYPES

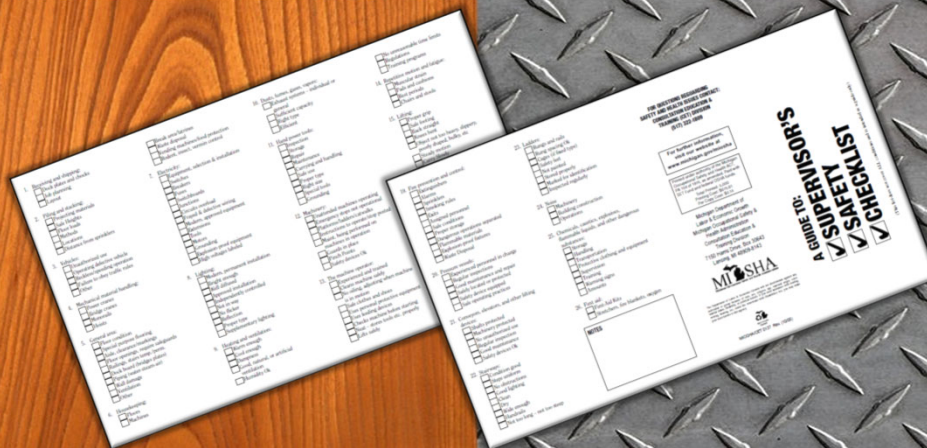
1. Contact by or against objects
2. Caught in or between objects
3. Falls same level
4. Falls from elevation
5. Overexertion
6. Environmental exposure
7. Others ? ? ?

59

59

HAZARD CHECKLIST

CET Publication 0137 **Supervisor's Safety Checklist**



60

60

ADDITIONAL TRAINING

Do JSA Team Members need additional training in hazard recognition?

- Know difference between physical and health hazards?
- Understand basic electrical principles?
- Understand hazards of extreme hot or cold environments?

61

61

INVESTIGATIVE GUIDE

INVESTIGATION GUIDE

The following guide helps identify the root causes when they are conditions or actions. By answering the questions, you can get to the "root" of things when an incident occurs.

If the cause appears to be...

A CONDITION	AN ACTION
Why did it exist? Why had no one noticed and corrected it? What caused it to exist? What caused it to be involved? Where was it? Where was its source? Where else does it exist? Where can I find out? When did it occur? When do similar conditions occur? Who was responsible for it? Who can give me answers? Who should take corrective actions? How should it be corrected? How can it be avoided in the future?	Why was it being done? Why was it being done this way? Why was it (job or detail) necessary? What was its purpose? What other way could it be done? What details could be eliminated? What instructions were not followed? Where should it be done? Where else is it being done? When should it be done? Who is best qualified to do it? Who can give me answers? Who can show me what was being done? How is the best way to do it? How can it (job or detail) be improved?

62

62

STEP 4: CONTROLS

After hazards or potential hazards have been listed and reviewed, the next step is:

- eliminate the hazards, or
- reduce the hazards

63

63

CONTROLS



- Eliminate
- Substitution
- Job Redesign
- Engineering Revisions
- Administration Controls
- Procedural Revisions
- Personal Protective Equipment
- Training

64

64

HIERARCHY OF HAZARD CORRECTION

ENGINEERING CONTROLS → FIRST CHOICE

- ✓ Work Station Design
- ✓ Process Modification
- ✓ Tool Selection and Design
- ✓ Mechanical Assist

ADMINISTRATIVE CONTROLS → SECOND CHOICE

- ✓ Training Programs
- ✓ Pacing
- ✓ Job Rotation/Enlargement
- ✓ Policy and Procedures

PERSONNEL PROTECTIVE EQUIPMENT → LAST CHOICE

- ✓ Gloves
- ✓ Shields
- ✓ Non-Slip Shoes
- ✓ Wraps
- ✓ Eye Protection
- ✓ Aprons

65

65

HIERARCHY OF HAZARD CORRECTION

Use Procedures for safe work which are understood and followed by all parties, as a result of:

- training
- positive reinforcement
- correction of unsafe performance
- enforcement through a clearly communicated accountability system

66

66

VIDEO SEGMENT

Wheel cover assembly



67

67

Step	Procedure	Potential Hazard	Protection	Severity	Probability
1.	Place Cladding in rack tab nipper				
2.	Cycle rack tab nipper				
3.	Remove and stack completed wheel				
4.	Load rim onto rotary table fixture				
5.	Cycle wheel cover assembly machine				
6.	Insert assembly plug				
7.	Move cladding to assembly fixture				
8.	Repeat sequence				

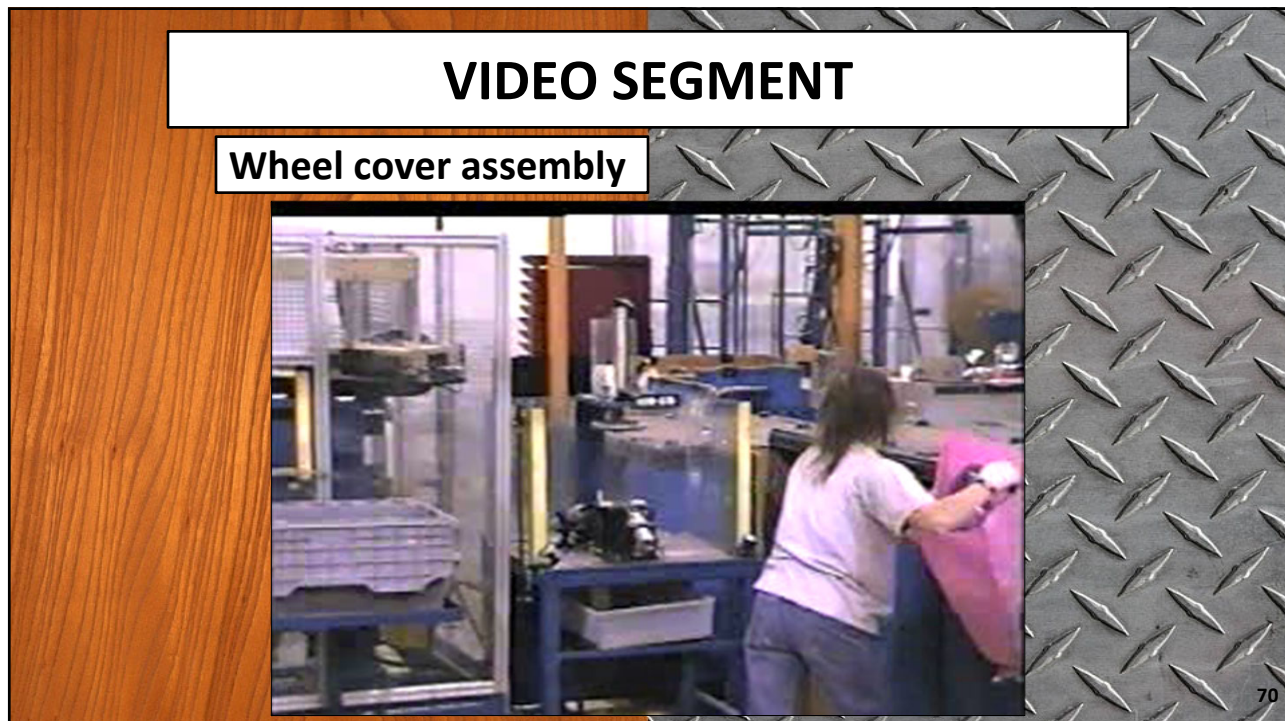
68

68

Step	Procedure	Potential Hazard	Protection	Severity	Probability
1.	Place Cladding in rack tab nipper	Hands struck against sharp edges			
2.	Cycle rack tab nipper	a. Struck by flying objects b. Hands caught in point of operation			
3.	Remove and stack completed wheel	a. Overexertion Injury b. Feet struck by falling rim c. Slip, trip, fall			
4.	Load rim onto rotary table fixture	Same as #3			
5.	Cycle wheel cover assembly machine	Hands caught between rim and fixed machine guards			
6.	Insert assembly plug	Hands caught in cladding transfer mechanism			
7.	Move cladding to assembly fixture	Same as # 6			
8.	Repeat sequence				

69

69



70

70

Step	Procedure	Potential Hazard	Protection	Severity	Probability
1.	Place Cladding in rack tab nipper	Hands struck against sharp edges	Wear Kevlar gloves		
2.	Cycle rack tab nipper	a. Struck by flying objects b. Hands caught in point of operation	a. Wear safety glasses w/side shields b. Ensure proper function of 2-hand control		
3.	Remove and stack completed wheel	a. Overexertion Injury b. Feet struck by falling rim c. Slip, trip, fall	a. Use hoist/transfer mechanism b. Wear safety footwear with metatarsal guards		
4.	Load rim onto rotary table fixture	Same as #3	Same as #3		
5.	Cycle wheel cover assembly machine	Hands caught between rim and fixed machine guards	Ensure proper function of 2-hand controls		
6.	Insert assembly plug	Hands caught in cladding transfer mechanism	Ensure proper function of light curtain		
7.	Move cladding to assembly fixture	Same as # 6	Same as #6		
8.	Repeat sequence				

71

WHY INCLUDE JOB SEVERITY RATING?

- Identify injury potential.
- Identify if appropriate protections are in place or if more is needed.
- Train employees on the risks of inappropriate protections.

72

CONDUCTING A JSA - SEVERITY

- Consider the severity of an injury if something were to go wrong while doing a task.
- Severity Categories:

5	Catastrophic, may cause death
4	Critical, Lost time Injury/Illness
3	Severe, Recordable Injury/Illness
2	Moderate, First Aid Case
1	Negligible, bump/scratch

73

73

Step	Procedure	Potential Hazard	Protection	Severity	Probability
1.	Place Cladding in rack tab nipper	Hands struck against sharp edges	Wear Kevlar gloves	1	
2.	Cycle rack tab nipper	a. Struck by flying objects b. Hands caught in point of operation	a. Wear safety glasses w/side shields b. Ensure proper function of 2-hand control	2	
3.	Remove and stack completed wheel	a. Overexertion Injury b. Feet struck by falling rim c. Slip, trip, fall	a. Use hoist/transfer mechanism b. Wear safety footwear with metatarsal guards	2	
4.	Load rim onto rotary table fixture	Same as #3	Same as #3	2	
5.	Cycle wheel cover assembly machine	Hands caught between rim and fixed machine guards	Ensure proper function of 2-hand controls.	1	
6.	Insert assembly plug	Hands caught in cladding transfer mechanism	Ensure proper function of light curtain	1	
7.	Move cladding to assembly fixture	Same as # 6	Same as #6	1	
8.	Repeat sequence				

74

74

CONDUCTING A JSA - PROBABILITY

- Next think about how often the employee is exposed to the hazard using the categories found in the “Probability” table.

5	Frequently – likely to occur frequently
4	Probable - will occur several times
3	Occasional - likely to occur
2	Remote – unlikely but possible
1	Improbable – unlikely to occur

75

75

Step	Procedure	Potential Hazard	Protection	Severity	Probability
1.	Place Cladding in rack tab nipper	Hands struck against sharp edges	Wear Kevlar gloves	1	5
2.	Cycle rack tab nipper	a. Struck by flying objects b. Hands caught in point of operation	a. Wear safety glasses w/side shields b. Ensure proper function of 2-hand control	2	2
3.	Remove and stack completed wheel	a. Overexertion Injury b. Feet struck by falling rim c. Slip, trip, fall	a. Use hoist/transfer mechanism b. Wear safety footwear with metatarsal guards	2	3
4.	Load rim onto rotary table fixture	Same as #3	Same as #3	2	3
5.	Cycle wheel cover assembly machine.	Hands caught between rim and fixed machine guards	Ensure proper function of 2-hand controls.	1	1
6.	Insert assembly plug	Hands caught in cladding transfer mechanism	Ensure proper function of light curtain	1	1
7.	Move cladding to assembly fixture	Same as # 6	Same as #6	1	1
8.	Repeat sequence.				

76

76

WORKGROUP ACTIVITY

Create a JSA using tools learned throughout this last segment using the supplied video and practice worksheets.



77

77

JSA WOODWORKING VIDEO



78

78

JSA WOODWORKING VIDEO (after)



79

79

MAINTAINING VALIDITY

- ✓ Access
- ✓ Distribution
- ✓ Orientation
- ✓ Periodic Review



80

80

REVIEWING/REVISING JSAs

- JSA are only effective if they are reviewed and updated periodically.
- Trigger points:
 - When accidents occur
 - When the job process changes
 - After near misses
 - Employee complaint
 - Equipment suffers damage
 - Periodic Reviews



81

81

JOB SAFETY ANALYSIS SUMMARY

- Job Selection
- Job Breakdown
- Hazard Identification
- Hazard Control



82

82

CONCLUSION

- The process of JSA can be applied to any job in any workplace, to improve work procedures and make jobs safer and easier to perform.
- The goal of this process is to educate everyone by getting them involved in identifying hazards and developing controls to keep everyone safe.

83

83

ASSESSMENT

- The purpose of this assessment is to validate the knowledge learned in class.
- Passing score of 70% correct is required.
- Class reference materials/books are not allowed to be used during the assessment.
- Collaboration/discussion with others is not allowed during the assessment.
- Answers will be reviewed after everyone completes and submits their assessment.

84

84

Thank you.

Don't Forget to Take the Survey





Michigan Department of Labor and Economic Opportunity
Michigan Occupational Safety and Health Administration
Consultation Education and Training Division
525 W. Allegan St., P.O. Box 30643
Lansing, Michigan 48909-8143

For further information or to request consultation, education and training services
call 517-284-7720

or

visit our website at www.michigan.gov/miosha

www.michigan.gov/leo

LEO is an equal opportunity employer/program.