

Job Hazard Analysis

Expert Advice from Cove Risk Safety Services



Safety
Awareness
For
Everyone

Decrease Hazards and Increase Productivity

What is a hazard?

OSHA defines a hazard as being “the potential for harm”. Very simply, a hazard is an uncontrolled condition or activity that can result in an injury or illness.

Employers are required to perform an assessment of hazards that exist to their employees. How do you do that? By conducting a **Job Hazard Analysis (JHA)**. A JHA is an essential part of any effective safety program. You should be familiar with this important process.

A job hazard analysis is a process involving observation of a job task and its steps, and evaluating the risks associated with those steps.

Why is job hazard analysis important?

Once complete, a JHA, very clearly, establishes proper (safe) job procedures, and serves as a very effective training tool for employees.

Which jobs are appropriate for a JHA?

Just about any job task could be analyzed. But, priority should go to the following types of jobs (per OSHA):

- Jobs with the highest injury or illness rates;
- Jobs with the potential to cause severe or disabling injuries or illness, even if there is no history of previous accidents;
- Jobs in which one simple human error could lead to a severe accident or injury;
- Jobs that are new to your operation or have undergone changes in processes and procedures; and
- Jobs complex enough to require written instructions.

What are the key steps in completing a JHA?

- Break the job down in to steps
- Identify the hazards for each step
- Evaluate the hazards for each step
- Determine safe procedures and protective measures

The findings of a job hazard analysis can be used to eliminate or reduce the effects of hazards in the workplace. This is likely to result in fewer worker injuries and illnesses, better/safer work methods, increased productivity, and better control of your workers’ compensation costs. JHA’s should become your most valuable tool for training new employees in the steps required to perform their jobs safely.

Access to a useful Power Point presentation and forms that can help guide you through creating your own job hazard analysis can be found online at www.coverisk.com. (Find the word “Safety” from the pull down menu in the upper right side of the home page, then your Group name, and Log in.) Please register for a log-in if you haven’t already. Contact your Cove Risk Health & Safety Consultant if you have any questions.