

Prerequisites: This course shall have no formal prerequisite.

Course Length: 4 hours. Course length shall vary depending on the number of delegates. Total course time includes breaks.

Class Size: The maximum number of delegates that may be trained and tested per instructor shall be thirty-five (35) in the classroom session.

Course Objective

- Upon completion of the course, the delegate will be able to:
 - Analyze risks involved with job tasks
 - Understand how to determine the severity and probability of each risk and how to reduce them to acceptable levels
 - Understand the steps of writing a JSA
 - Develop a JSA for specific jobs
 - Identify control methods and evaluate their effectiveness

Course Design

- Power Point© / Lecture / Audio Video / Visual Aids
- Demonstration

Successful Course Completion

- Delegate shall demonstrate the ability to develop a complete and effective JSA

Course Content Summary

- Classroom

Breaks: 10 minutes (approximately every hour)

Lunch: 1 Hour (if applicable)

Course Outline

Introduction

- Video – Job Hazard Analysis
- Definitions
 - Hazard Recognition
 - Risk Analysis
- The importance of safe behavior in hazard recognition and risk reduction

Hazard Recognition

- Overview
 - What is it?
 - Intent of Hazard Recognition

- Purpose of Hazard Recognition
 - Benefits of Hazard Recognition
- Types of hazards
 - Unsafe condition
 - Unsafe acts
- Pre-job Walkthrough
 - Selecting a job to be analyzed
 - Breaking down the job into smaller tasks
 - Identify hazards and potential accidents
 - Developing solutions to minimize risks
- General Workplace Conditions
 - Where to look
 - What to look for
 - Observation techniques
- Physical Hazards
 - Inadequate machinery guarding
 - Exposed electrical wiring
 - Inadequate lighting
 - Defective hand tools
 - Unsafe working or walking surfaces
 - Improper job task or workplace design
 - Etc...
- Identify Sources of Energy
 - Electrical
 - Mechanical
 - Hydraulic
 - Pneumatic
 - Thermal
 - Residual/Stored
 - Gravity
 - Pressurized
 - Chemicals

Review Common Hazard Recognition Examples

Stop Work Authority (SWA)

- Intervention
- SEMS II Requirements
- SWA Trigger Examples
 - Carrying material while climbing
 - Not wearing proper PPE
 - Not using handrails
 - Improper Fall Protection

- Working without a permit
 - Improper lifting techniques
 - Environmental conditions
 - Hazardous environments
 - Etc...
- How to properly intervene
- Worker Responsibility

Risk Assessment

- Overview
- Factors that increase risk
- How to assess the risk of workplace hazards
 - Questions to ask yourself
 - Create Hazard Scenarios
- Risk Assessment Matrix
 - Severity
 - Probability
- Risk Assessment Exercise 1
- Risk Assessment Exercise 2

Job Safety Analysis (JSA)

- Importance of a JSA
 - Video
- How does the JSA relate to your work?
- How to Perform a JSA
 - JSA Process & Flow-Chart
 - Five steps
- JSA Writing Tips
 - JSA Training Guide handout
- JSA sample questions
- JSA Exercise 1
- JSA Exercise 2

Practical Session

- Group tabletop exercise

Training Center Provided Material

- Course Materials

Student Requirements

- None