

7 STEPS To a Successful Job Hazard Analysis

A Job Hazard Analysis (JHA) is a method for systematically identifying and evaluating HAZARDS associated with a particular job or task. Also called a Job Safety Analysis (JSA), it's a critical part of creating and maintaining a safe workplace for your employees.

Jobs and people change, and so do associated hazards. Reassess each job periodically to make sure you're on target to improving job safety!



07
REASSESS
periodically to ensure success

Focus on one job at a time. Prioritize those with a history of injuries or near misses, serious or catastrophic injury potential, difficulty, error prone, etc.



01
SELECT
job or task to analyze



02
DETAIL JOB
by breaking into key steps

Break down each job into small components and pinpoint the hazards. Work with employees to incorporate their insights.

7 **STEPS** To a Successful Job Hazard Analysis

06
DOCUMENT
all JHA actions and keep records up-to-date

Use the ICW Group JHA Form to detail your analysis and track actions. Note what worked & what didn't.



05
TAKE ACTION
by installing controls or eliminating risks

Create a plan and schedule roadmap to take action. Then, put the controls you identified in place, noting the results.



04
CONTROL
hazards by minimizing or eliminating risks

Decide the actions you'll take to reduce risks. Evaluate injury cause, identify safe practices, helpful training, Personal Protective Equipment needed, etc.



03
SPOT RISKS
and possible injuries for each step

Describe hazards and probable injuries associated. Include environmental risks and conditions. Rate each to understand the importance.

