



Job Hazard Analysis

Safety Training Program



Goal

This program aims to provide information on establishing an effective Job Hazard Analysis (JHA) procedure to identify and eliminate risks.

Objectives

Participants will be able to understand and conduct a JHA, also known as a Job Safety Analysis (JSA).

Introduction

A JHA is an active approach to workplace safety, unlike most reactive safety programs. A JHA improves job safety by:

- Identifying hazards or potential hazards associated with each job step.
- Finding effective control measures to prevent or eliminate exposure.

Definition

The Occupational Safety and Health Administration (OSHA) defines the JHA process as “carefully studying and recording each step of a job, identifying existing or potential job hazards (both safety and health), and determining the best way to perform the job to reduce or eliminate these hazards.”

JHA Steps

Conducting a JHA involves five steps:

- 1. Select the job to be analyzed.**
Prioritize jobs based on potential hazards. Consider factors such as accident frequency, severity, new or non-routine jobs, job changes, and repetitive exposure.
- 2. Separate the job into basic steps.**
List each step in order of occurrence with

a brief description. Aim for a balance between detailed and general steps. Involve experienced workers in the process.

3. Identify the hazards within each step.

Analyze each step for real and potential hazards. Consider various conditions such as struck against, struck by, contact with, caught in, falls, overexertion, and exposure.

4. Control each hazard.

Identify control measures for each hazard. Consider changing job performance, physical conditions, job procedures, reducing frequency, and using personal protective equipment.

5. Revise the JHA.

Review the JHA periodically and after accidents. Use the JHA to train new employees on safe job procedures.

Advantages of a JHA

- Provides safety training for new employees.
- Creates a safe work environment through accident prevention.
- Can be implemented for every job or task in the workplace.
- May lead to reduced costs from employee absenteeism and workers' compensation.
- Can increase productivity.

Prioritizing Hazards

A risk matrix, such as the one to the right, is a tool used to define the level of risk for a workplace hazard. The matrix assesses the likelihood of a hazard causing injury and the severity of the consequences for not controlling its exposure.

Total Risk Factor = Likelihood Value x Severity Value

		Severity Of Consequences If Exposed				
		Insignificant (1)	Minor (2)	Moderate (3)	High (4)	Very high (5)
Likelihood Of Exposure	Rare (1)	Low (1)	Low (2)	Low (3)	Moderate (4)	Moderate (5)
	Unlikely (2)	Low (2)	Moderate (4)	Moderate (6)	Moderate (8)	High (10)
	Possible (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
	Likely (4)	Moderate (4)	Moderate (8)	High (12)	Catastrophic (16)	Catastrophic (20)
	Almost certain (5)	Moderate (5)	High (10)	High (15)	Catastrophic (20)	Catastrophic (25)
Risk levels		Low Risk 1-3	Medium Risk 4-9	High Risk 10-15	Very High Risk 16-25	

Review

1. Which of the following is not one of the five steps in developing a JHA?
 - a. Select the job to be analyzed.
 - b. Identify the hazards within each step.
 - c. Revise the job safety analysis.
 - d. Report the JHA to OSHA.

2. What criteria are used to determine the priority of tasks to be analyzed?
 - a. Accident frequency.
 - b. Accident severity.
 - c. Repetitive exposure.
 - d. All of the above.

3. Who should be involved in developing a JHA?
 - a. Experienced workers
 - b. Workers from other jobs.
 - c. Company president.
 - d. None of the above.

4. What type of hazard control should be considered a last resort?
 - a. Change the job procedures.
 - b. Use personal protective equipment.
 - c. Change the physical conditions.
 - d. None of the above.

Review answers: 1. D; 2. D; 3. A; 4. B



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