EFL Contractor Job Safety Analysis (JSA) & Risk Assessment Template

Form HSE41C11

Task: _____ **Contractor:** _____

JSA Conducted by: _____ Signature _____ **Date** _____

Assessed By (EFL Rep): _____ Signature _____ **Date** _____

Applicable Procedures/ Standards/Permits _____

Training/Licensing or qualifications required _____

Step No.	Step Description	Equipment or Plant Required	Possible Hazards	Risk Level	Safety controls including personal protective equipment (PPE) to be taken	By Whom	By When

Assessment/Review Date	1st		2nd		3rd		4th	
Assessor's Name								

Use separate sheet if required

EFL Contractor Job Safety Analysis (JSA) & Risk Assessment Template

Form HSE41C11

How to Assess Risk

Step 1 – Consider the Consequences

What are the consequences of this incident occurring? Consider what could reasonably have happened as well as what actually happened. Look at the descriptions and choose the most suitable Consequence.

CONSEQUENCES

Consequence	Description
Major	Death or extensive injuries
Moderate	Medical treatment
Minor	First aid treatment

Step 2 – Consider the Likelihood

What is the likelihood of the consequence identified in step 1 happening? Consider this without new or interim controls in place. Look at the descriptions and choose the most suitable Likelihood.

LIKELIHOOD

Likelihood	Description
1	The event is expected to occur in most circumstances
2	The event could occur at some time
3	The event could occur, but only rarely

Step 3 – Rate the Risk

1. Take step 1 rating and select the correct column
2. Take Step 2 rating and select the correct line
3. Circle the risk score where the two ratings cross on the matrix below.

Severity Score:
A - Immediate Attention
B - Address ASAP
C - Does not need immediate attention

LIKELIHOOD	CONSEQUENCES: Major	Moderate	Minor
1	A	A	B
2	A	B	C
3	B	C	C

How to use this form:

- Identify a task
- Identify any applicable procedure/standard/permit for the task
- Identify any training/licensing/qualification required for the task
- List down the basic Job Steps in logical sequence.
- For every sequence, list down the required tools/equipment for the job.
- Identify all possible hazards for each job step. This is best done in consultation with the teams.
- Rate the level of risk for the hazards identified.
- Develop an economical and practical control, using the 'Hierarchy of Controls' as a guide.
- Allocate the implementation of the control to a person giving a timeline for completion.
- Attempt to fill in all areas of the form

Risk Control

Risk control is a method of managing the risk with the primary emphasis on controlling the hazards at source. For a risk that is assessed as "A", steps should be taken immediately to minimize risk of injury. The method of ensuring that risks are controlled effectively is by using the "hierarchy of controls". The Hierarchy of Controls are:

Order No.	Control	Example
Firstly	Eliminate	Removing the hazard, eg taking a hazardous piece of equipment out of service.
Secondly	Substitute	Replacing a hazardous substance or process with a less hazardous one, eg substituting a hazardous substance with a non-hazardous substance.
Thirdly	Isolation	Isolating the hazard from the person at risk, eg using a guard or barrier.
Fourthly	Engineering	Redesign a process or piece of equipment to make it less hazardous.
Fifthly	Administrative	Adopting safe work practices or providing appropriate training, instruction or information.
Sixthly	Personal Protective Equipment	The use of personal protective equipment could include using gloves, glasses, earmuffs, aprons, safety footwear, dust masks.