

Job Safety Analysis

Blank template · jsagenerator.com

JOB / TASK	LOCATION	COMPANY	DATE
PREPARED BY	SUPERVISOR	PERMIT NUMBERS	EMERGENCY CONTACT

Steps, hazards and controls

One row per hazard. List controls strongest first: eliminate, substitute, engineering, administrative, then PPE. Read the risk bands from the matrix overleaf.

Task	Hazards	Risk before	Controls	How it is implemented	Risk after

Risk matrix

The band for each hazard is read from this table: probability down the left, severity across the top. The "after" band uses the probability and severity that remain once the controls in that step are applied.

Probability \ Severity	Negligible	Minimal	Moderate	Severe	Critical
Certain	Medium	Medium	High	Extreme	Extreme
Probable	Medium	Medium	High	Extreme	Extreme
Occasional	Low	Medium	Medium	High	Extreme
Remote	Low	Low	Medium	Medium	High
Highly Unlikely	Low	Low	Medium	Medium	Medium

What each band requires

Band	Action required
Extreme	Stop immediately. Work must not proceed until the risk is reduced.
High	Act immediately. Controls must be in place before work proceeds.
Medium	Plan the work. Controls must be assigned to a responsible person.
Low	Proceed with the controls stated and monitor.

Crew sign-off

Everyone doing this work signs to confirm they have read the analysis above and understand the controls.

Name	Company	Signature	Date

Name	Company	Signature	Date