



JOB HAZARD ANALYSIS: IDENTIFYING HAZARDS BEFORE THEY OCCUR

HSE SAFETY MOMENTS



JOB HAZARD ANALYSIS

What is a Hazard?

A hazard is the potential for harm. It is often associated with a condition or activity that if left uncontrolled can result in an injury, damage or even death.



JOB HAZARD ANALYSIS is a technique that focuses on job tasks as a way to identify hazards before they occur. It carefully studies and records each step of a job, identifies the potential and existing job hazards generated by equipment or employees' actions and then determines the most efficient way to reduce or eliminate hazards.

Important questions to ask during the analysis include:

- What can go wrong?
- What are the consequences?
- How could it arise?
- What are other contributing factors?
- How likely is it that the hazard will occur?



IMPORTANCE OF JOB HAZARD ANALYSIS

Many workers are injured and killed at their workplace everyday in Nigeria. This can be prevented by reviewing workplace operations, establishing proper job procedures and ensuring that all employees are trained properly. A job hazard analysis ensures all these are done properly. Job hazard analysis is one component of the larger commitment of a safety and health management system.

Benefits of Job Hazard Analysis include:

- ❑ Eliminating and preventing occupational hazards which result in fewer worker injuries.
- ❑ Providing safe and more effective work methods.
- ❑ Reducing workers' compensation costs and increasing worker productivity.
- ❑ Serving as a valuable tool for effective training of new employees on safe job performance.
- ❑ Adding value to businesses, jobs and human lives.



HOW TO CONDUCT A JOB HAZARD ANALYSIS

The steps involved in conducting a job hazard analysis are:

- 1. Involve the employees:** The employees have a unique understanding of the job and this knowledge is invaluable for finding occupational hazards.
- 2. Review the accident history:** Review your worksite's history of accidents and occupational illnesses that needed treatment, losses that required repair or replacement, and any “near misses”.
- 3. Conduct a preliminary job review:** Discuss with your employees the hazards they know exist in their current work and surroundings. Brainstorm with them for ideas to eliminate or control those hazards.
- 4. List, rank and set priorities for hazardous jobs:** List jobs with hazards that present unacceptable risks, based on those most likely to occur and those with the most severe consequences. These jobs should be your first priority for analysis.
- 5. Outline the steps or tasks:** Watch the employee perform the job and list each step as the worker takes it.

WHERE IS A JOB HAZARD ANALYSIS NEEDED?

All jobs require a job hazard analysis. Priorities should however be given to the following types of jobs:

- ❑ Jobs with the highest injury or illness rates.
- ❑ Jobs with the potential to cause severe or disabling injuries or illness, even if there is no history of previous accidents.
- ❑ Jobs in which one simple human error could lead to a severe accident or injury.
- ❑ Jobs that are new to your operation or have undergone changes in processes and procedures.
- ❑ Jobs complex enough to require written instructions.

