

Job Safety Analysis

Today, many companies within the oil and gas industry use the Job Safety Analysis Process (also referred to as a JSA, Job Hazard Analysis, or JHA). The JSA is a very effective means of helping reduce incidents, accidents, and injuries in the workplace. It is an excellent tool to use during new employee orientations and training and can also be used to investigate "near misses" and accidents.

To start the JSA Process, select the job or task to be performed. Any job that has hazards or potential hazards is a candidate for a JSA. An uncommon or seldom-performed job is also a candidate for a JSA.

Identify all steps, hazards, and safe work procedures before starting the job. The JSA Process is a multi-step process:

- **Basic Job Steps:**
Break the job into a sequence of steps. Each of the steps should accompany some major task. That task will consist of a series of movements. Look at each series of movements within that basic task.
- **Potential Hazards:**
To complete a JSA effectively, you must identify the hazards or potential hazards associated with each step. Every possible source of energy must be identified. It is very important to look at the entire environment to determine every conceivable hazard that might exist. Hazards contribute to accidents and injuries.
- **Recommended Safe Job Procedures:**
Using the *Sequence of Basic Job Steps* and *Potential Hazards*, decide what actions are necessary to eliminate, control, or minimize hazards that could lead to accidents, injuries, damage to the environment, or possible occupational illness. Each safe job procedure or action must correspond to the job steps and identified hazards.

Everyone involved in implementing a job or task should be present when the JSA is written! The JSA should be reviewed, approved, and signed by the supervisor **before** the task is started. Understanding every job step is very important! Whenever a job step changes or a new step is introduced, the JSA must be reviewed and updated.

Questions for Discussion

Often times on a JSA we tend to focus on the "big ticket" concerns or the common items such as PPE, but tend to overlook some of the more obscure concerns. What are some of the safety concerns you have seen left off a JSA?

Please list one or more near miss that has been addressed on your current project. What steps were set in place to prevent the potential near miss or incident from happening again? _____

In the past Month have you authorized payment to a contractor for work performed?
Please give an example. _____

In the past Month have you rejected any work performed by a contractor based on your judgment of the work quality?
Please explain. _____

Near Misses Reported in May

Equipment Location and use of spotter:

Track hoe was positioned so that the bore rig was on blind side of the hoe, there was no spotter working with the track hoe. Operator had to stand up to see if they were ready to pull and the operator hit the controls causing the boom to shift. This caused the pipe to swing striking a laborer, no injuries were reported.

Stand down safety meeting was called and a spotter was assigned to the track hoe.

Under Ground Valve Enclosure left uncovered or barricaded:

Contractor was instructed to install safety fence around area.

Proper use of Tag Lines:

Contractor was moving a load with the tag line wrapped around his arm.

Stopped the work explained the dangers of having tag line wrapped around any body part. Issue was corrected.

Contractor was off loading pipe No Tag lines were being used, they were using hands to steady pipe.

Work was stopped and crew was instructed on proper off-loading method. Tag lines were utilized and work proceeded.

Contractor was moving pipe without Tag Lines, while moving the pipe it swung into the track hoe busting out the windshield, just missing the operator.

Work was stopped, had contractor bring Tag Lines and spotters (swampers) to complete the task.

Three points of Contact:

Contractor was jumping off of a trailer

Instructed crew to use three points of contact method when climbing on and off of the trailer.

PPE:

Welder helper was grinding without a face shield (he was wearing safety glasses)

He was instructed to wear his face shield and safety glasses. The entire crew was reminded of the importance of protecting their eyes.

Safety Alert

Contractor was moving skids and found a Rattlesnake. With the warmer weather comes the added hazards of snakes, scorpions and spiders. Be sure to remind your contractors of this daily and watch out for yourself when climbing in and out of your truck or buggy. (Even your campers)

You guys be safe and have a blessed day.

Name: _____ Signature: _____

Job Title: _____ Date: _____