|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Number:**  |  | **Activity/task name:**  |       | **Location:**  |       |
| **Developed by:** |       | **Date:**  |       |
| **Approved by:** |       | **Date:**  |       |
| **Consulted with:**  |       | **Date for review:**  |       |
| **Description of Activity/Work Task** | **Statutory & Non Statutory References** |
| *Describe what this JSEA covers, the purpose of the task etc.****:***       | *List all relevant legislation, codes of practice, standards and guidance notes that may be relevant.*       |
| **Who is at risk? [Tick relevant answers]** |
| [ ] **Workers**  | **[ ] Public**  | [ ] **Other**  |
| **Potential Environmental Hazards Considerations** | **Potential WHS Hazards** |
| [ ] Air pollution (dust & fumes) | [ ] Spills to ground | [ ] Electrical  | [ ] Dust/fumes | [ ] Work at heights | [ ] Manual Handling |
| [ ] Noise Pollution | [ ] Soil Erosion | [ ] Plant/equipment | [ ] Confined Space | [ ] Light/dark | [ ] Hot/Cold |
| [ ] Spills to water | [ ] Hazard to flora or fauna | [ ] Asbestos | [ ] Ignition sources | [ ] Chemical | [ ] Pressure/Stored Energy  |
|  |  | [ ] Gravity – falling objects, falls, slips and trips | [ ] Extreme temperatures | [ ] Radiation | [ ] Biological |
| [ ] Other:      | [ ] Other       | [ ] Other       |
| **Hazardous Chemicals** [List any hazardous chemicals to be used — Attach MSDS/SDS] | **Fire/Emergency Equipment Requirements** [e.g. fire extinguisher, rescue gear etc.]  |
| 1.
 | 1.
 | 1.
 |
| 1.
 | 1.
 | 1.
 |
| **Supplementary Permits Required**  | **PPE Requirements** (Please list) | **Special Tools or Equipment Required**e.g. gas detection, ventilation fans, lighting, asbestos etc. |
| * Confined Space
 | * Gloves
 | * Hearing
 |  |  |
| * Hot work
 | * Hi Vis Clothing
 | * Other
 |  |  |
| * Excavation entry
 | * Safety footwear
 |  |  |  |
| * Permit to work
 | * Goggles
 |  |  |  |

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| --- | --- | --- | --- | --- |
| Steps | **Break the task down into logical steps** | **What can go wrong? These are the hazards identified****[List each hazards and give each a risk rating]** | **What can be done to reduce risks? These are the controls****[Consider each hazard]** | Rating1-6 |
|  |  |  |  |  |
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|  |  |  |  |  |

**Use the risk assessment tool on the following page to assess the risk.**

**Risk Assessment Tool**

|  |  |  |
| --- | --- | --- |
| **What are the CONSEQUENCES if it occurs?** | **What is the LIKELIHOOD of it occurring?** | **High** 1 2 3 4 5 6 **Low** |
| **A****Very Likely** | **B****Likely** | **C****Unlikely** | **D****Very Unlikely** | **Points to be remembered with hazards** |
| **A** Potential to cause death of one or more persons. | **1**  | **1** | **2**  | **3**  | Can the hazard be eliminated? If not the risk must be minimized to the lowest level possible. |
| **B** Serious injury or illness e.g. an injury or illness that requires significant medical attention and / or absence from work and / or a permanent impairment. | **1**  | **2** | **3**  | **4**  | Can the equipment, materials or process be changed? |
| **C** Moderate injury or illness e.g. an injury or illness that requires medical attention and / or a short absence from work. | **2**  | **3**  | **4**  | **5**  | Can PPE be used? If so it should be used as a last option |
| **D** Minor injury or illness e.g. an injury or illness that requires on-site first aid | **3**  | **4**  | **5**  | **6**  | Indicate the Risk Rating by matching the consequences row and the likelihood column. |