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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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.] | | | | | | |
|  | | | | | |  | | | |  | | | | | | |
|  | | | | | |  | | | |  | | | | | | |
| **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]** | Rating  1-6 |
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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. |