JOB HAZARD ANALYSIS (JHA)

Business name

Document: JHA-001 Rev 1
Prepared: Nov 9, 2026
Review by: Dec 9, 2026
Highest risk after controls: Medium

1. BUSINESS AND JOB DETAILS

Job	House extension	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	General contracting

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Check the asbestos survey for the existing house and protect the occupants	Disturbing asbestos Working in an occupied home or building Rules: 29 CFR 1926.1101 and 40 CFR 61 Subpart M (NESHAP)	**Critical Possible / Fatality**	1.1 Treat insulation, surfacing and resilient flooring in buildings built before 1981 as asbestos unless testing shows otherwise, and get the owner's asbestos survey before you start. [Elimination] 1.2 Seal off the work area and keep everyone else out. [Engineering (guarding)] 1.3 If asbestos must be disturbed, keep it wet, use hand tools not power tools, and clean up with a HEPA vacuum. [Engineering] 1.4 Follow 29 CFR 1926.1101: competent person, work class, regulated area and exposure monitoring. [Administrative] 1.5 Commercial renovation and any demolition need a NESHAP asbestos inspection first, and demolition needs written notice to the state or EPA 10 working days before work starts (40 CFR 61 Subpart M). [Administrative] 1.6 Roofing felts, cement shingles and siding, roof coatings and old panel backboards can also contain asbestos. Test them or treat them as asbestos; asbestos roofing is removed intact with hand tools by trained workers (29 CFR 1926.1101(g)(8)). [Administrative] 1.7 Stop work straight away if you find suspect asbestos. Do not touch it and tell your supervisor. [Administrative] 1.8 Wear a fit-tested NIOSH-approved respirator suited to the work class, and disposable coveralls. [PPE] 1.9 Plan noisy, dusty or risky work for when the building is empty. [Elimination] 1.10 Close off the work area with barriers, plastic sheeting or locked doors, and put up signs. [Engineering (guarding)] 1.11 Keep fire exits and paths clear at all times. [Administrative] 1.12 Tell occupants before you turn off power, water or gas, and before noisy or dusty work. [Administrative] 1.13 Lock away tools, chemicals and materials each day, out of reach of children. [Administrative]	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				1.14 Clean up dust and debris at the end of each day. [Administrative]		
2	Set up fencing and dust screens between the work and the house	Public entering the work area General dust	**High** **Possible / Serious injury**	2.1 Fence off the site with secure temporary fencing and lock the gates when you leave. [Engineering (guarding)] 2.2 Give pedestrians a safe, marked path around the work, with ramps for strollers and wheelchairs. [Engineering (guarding)] 2.3 Use hoarding, covered walkways or catch fans where work is above public areas. [Engineering] 2.4 Put signs at each entry: site name, contact number and "No unauthorized entry". [Administrative] 2.5 Make the site safe at the end of each day: cover holes, lower plant, remove ladders and lock tools away. [Administrative] 2.6 Use a spotter when moving plant or materials across public paths. [Administrative] 2.7 Use low-dust products, such as dust-reduced or pre-mixed compounds. [Substitution] 2.8 Seal off the work area with plastic sheeting in occupied buildings. [Engineering (guarding)] 2.9 Use tools with dust extraction and a vacuum for clean up. [Engineering] 2.10 Lightly mist the area with water to keep dust down, away from anything electrical. [Engineering] 2.11 Never dry sweep or blow dust off with compressed air. [Administrative] 2.12 Wear a dust mask and safety glasses. [PPE]	**Low** **Rare / Serious injury**	Site supervisor
3	Excavate and pour footings or slab	Hitting underground services Trench or excavation collapse Wet concrete and cement burns Rules: 29 CFR 1926.651(b) and your state 811 law; 29 CFR 1926 Subpart P	**Critical** **Possible / Fatality**	3.1 Keep machine buckets well clear of marked services and use a spotter. [Engineering (guarding)] 3.2 Scan the area with a cable locator before digging and mark services on the ground. [Engineering] 3.3 Hand dig or vacuum excavate to expose services before using a machine near them. [Engineering] 3.4 Call 811 before you dig and wait until all utilities have marked their lines. [Administrative] 3.5 Keep plans or locate tickets on site and check them again if the work area grows. [Administrative] 3.6 Support or protect exposed utilities so they cannot sag or break while the excavation is open (29 CFR 1926.651(b)(4)). [Administrative] 3.7 Use methods that keep people out of the trench, such as directional boring or working from the surface. [Elimination] 3.8 Barricade or cover the excavation so people and equipment cannot fall in. Use guardrails on walkways that cross it (29 CFR 1926.651(l)). [Engineering (guarding)] 3.9 Use a protective system (sloping, shoring or a trench box) in any trench 5 feet or deeper, or shallower if the competent person sees signs of a possible cave-in (29 CFR	**Medium** **Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				1926.652). [Engineering] 3.10 Protective systems for trenches over 20 feet deep are designed by a registered professional engineer (29 CFR 1926.652(b), (c)). [Engineering] 3.11 Keep spoil, materials and equipment at least 2 feet back from the edge. [Engineering] 3.12 Provide a ladder, stairway or ramp within 25 feet of workers in trenches 4 feet or deeper. [Engineering] 3.13 Competent person inspects the trench daily, after rain and as conditions change, and tests the air before entry in trenches over 4 feet deep where a hazardous atmosphere could exist (29 CFR 1926.651(g), (k)). [Administrative] 3.14 Nobody works in a trench where water is collecting unless the competent person has controls in place, such as pumping or special support (29 CFR 1926.651(h)). [Administrative] 3.15 Nobody stands under a loaded bucket or near a truck being loaded (29 CFR 1926.651(e)). [Administrative] 3.16 Use long-handled tools and pumps to cut down contact. [Engineering] 3.17 Wash concrete off skin straight away with clean water. [Administrative] 3.18 Have clean water and eye wash at the pour. [Administrative] 3.19 Wear waterproof gloves, long sleeves and rubber boots with pants worn over the top. [PPE] 3.20 Wear safety glasses or goggles to stop splashes. [PPE]		
4	Frame, brick and roof, with scaffold and edge protection	Falling from height Falling from a roof edge Lifting and carrying heavy loads Rules: 29 CFR 1926 Subpart M	**Critical Likely / Fatality**	4.1 Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. [Elimination] 4.2 Install guardrails or edge protection on all open edges before work starts. [Engineering (guarding)] 4.3 Use a scaffold, mobile work platform or aerial lift instead of working off a ladder. [Engineering] 4.4 Where edge protection is not practical, use a fall restraint or fall arrest system on a rated anchor point. [Engineering] 4.5 Provide fall protection at 6 feet or more and train workers to recognize fall hazards (29 CFR 1926.503). [Administrative] 4.6 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Administrative] 4.7 Do what you can from the ground or from a scaffold at the gutter line, for example pre-assemble parts on the ground. [Elimination] 4.8 Install edge protection or guardrails on all open roof edges before work starts. [Engineering (guarding)] 4.9 Use a perimeter scaffold with handrails and toe boards along the eaves where practical. [Engineering] 4.10 Where guardrails cannot be fitted, use fall restraint on certified roof anchors so workers cannot reach the edge.	**Medium Unlikely / Recordable / lost time**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				[Engineering] 4.11 Low-slope roofs: guardrails, safety nets, personal fall arrest, or a warning line combined with one of these or with a safety monitor (a safety monitor alone only on roofs 50 feet wide or less). Steep roofs: guardrails with toe boards, safety nets or personal fall arrest (29 CFR 1926.501(b)(10), (11)). [Administrative] 4.12 Use one safe, controlled access point and keep others off the roof. [Administrative] 4.13 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 4.14 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 4.15 Use trolleys, pallet jacks, hoists, vacuum lifters or plant instead of carrying by hand. [Engineering] 4.16 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative] 4.17 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative]		
5	Break into the existing house with propping as designed	Structural collapse during alterations Silica dust from concrete, brick, stone and tiles Rules: 29 CFR 1926.1153	**Critical Likely / Fatality**	5.1 Get an engineer to check before removing any wall, beam, post or bracing that may be load-bearing. [Elimination] 5.2 Keep everyone clear of the area under and next to the work. [Engineering (guarding)] 5.3 Install temporary props, needles or shoring as designed before removing any support. [Engineering] 5.4 Follow the engineer's sequence. Do not change it without approval. [Administrative] 5.5 Check props daily. Do not remove them until the permanent support is in and approved. [Administrative] 5.6 Wear a hard hat and safety boots. [PPE] 5.7 Order materials cut to size, or use low-dust methods such as score and snap or a block splitter. [Substitution] 5.8 Cut outdoors or in a separate area, with other people well away and upwind. [Engineering (guarding)] 5.9 Use wet cutting or on-tool dust collection with a HEPA vacuum, as set out in Table 1 of 29 CFR 1926.1153. [Engineering] 5.10 Clean up with a vacuum or wet methods. Never dry sweep or use compressed air. [Administrative] 5.11 Have a written exposure control plan and a competent person for silica (29 CFR 1926.1153). [Administrative] 5.12 Workers who must wear a respirator 30 or more days a year get a free medical exam every 3 years (29 CFR 1926.1153(h)). [Administrative] 5.13 Wear the respirator Table 1 lists for the task: APF 10 (a fit-tested N95 or half mask) for most tasks, APF 25 (such as a loose-fitting PAPR) for tuckpointing with a handheld grinder	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				for more than 4 hours a shift. [PPE]		
6	Coordinate trades for services and fit out	Electric shock from live wiring Slips and trips Rules: 29 CFR 1926 Subpart K	**Critical Possible / Fatality**	6.1 Isolate the power before any work. Do not work live. [Elimination] 6.2 Lock out and tag the disconnecting means with your own personal lock and tag so the circuit cannot be energized (29 CFR 1926.417). [Engineering (guarding)] 6.3 Test before you touch: prove dead at the point of work with a tested voltage tester. [Engineering] 6.4 Only qualified persons work on or near exposed energized parts. [Administrative] 6.5 Check for back feeds from solar, batteries and generators that can keep a circuit live after the main switch is off. [Administrative] 6.6 If energized work cannot be avoided, use an energized work permit, a safety observer and insulated tools, following NFPA 70E. [Administrative] 6.7 Wear insulated gloves, arc-rated clothing and a face shield when testing or working near live parts. [PPE] 6.8 Plan walkways and keep them clear of materials, hoses and leads. [Elimination] 6.9 Run cords and hoses overhead on hooks or stands, or along walls, not across walkways. [Engineering] 6.10 Fill or cover holes, and lay boards or mats on muddy access paths. [Engineering] 6.11 Clean up offcuts, packaging and spills as you go, not at the end of the day. [Administrative] 6.12 Keep work areas, stairs and access paths well lit. [Administrative] 6.13 Wear safety boots with good grip, laced up. [PPE]	**Medium Rare / Fatality**	Site supervisor
7	Clean up daily and keep exits clear for the occupants	Poor housekeeping and waste Fire and emergencies Rules: 29 CFR 1926 Subpart F	**High Unlikely / Fatality**	7.1 Order materials to size and send packaging back where you can. [Elimination] 7.2 Put dumpsters and waste chutes close to the work. [Engineering] 7.3 Clean as you go, and do a full clean up at the end of each day. [Administrative] 7.4 Keep exits, stairs and walkways clear at all times. [Administrative] 7.5 Stack materials neatly on level ground, away from edges. [Administrative] 7.6 Wear gloves when handling waste. [PPE] 7.7 Provide fire extinguishers suited to the site, checked and easy to reach. [Engineering] 7.8 Keep exits and escape routes clear and signed. [Engineering] 7.9 Have a site emergency plan: alarm, exits, assembly point and emergency contacts. [Administrative] 7.10 Keep a stocked first aid kit and at least one trained first aider on site. [Administrative]	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				7.11 Know the site address and how emergency services get in. Call 911. [Administrative] 7.12 Go through the emergency plan with every worker and visitor at induction. [Administrative] 7.13 Keep flammable materials and rubbish away from exits and escape routes. [Administrative]		

Risk key: risk = likelihood x consequence on a 5 x 5 matrix. Low, Medium, High, Critical. Work must not start while the risk after controls is high or above. Controls are listed in order of the hierarchy of controls: Elimination, Substitution, Engineering (guarding), Engineering, Administrative, PPE.

3. PPE AND PERMITS

Required PPE	Permits and plans
Safety-toe boots (ASTM F2413) High-visibility safety apparel, ANSI/ISEA 107 Class 2 or 3 (Type R near roadways) Hard hat (ANSI Z89.1) Safety glasses (ANSI Z87.1) Hearing protection (earmuffs or plugs) N95 respirator Personal fall arrest system (harness) Half-face respirator (P100 cartridges) Coveralls Work gloves Chemical-resistant gloves Safety goggles (ANSI Z87.1) Knee pads Sun protection (sunscreen, hat, long sleeves)	Written fall protection plan (only where guardrails, nets or personal fall arrest are not feasible, 1926.502(k))

4. PLANT AND EQUIPMENT

Plant / equipment	License or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Excavator					
Supported scaffold	Erected under a competent person (29 CFR 1926.451)	Inspected by a competent person for visible defects before each work shift and after any occurrence that could affect its integrity (29 CFR 1926.451(f)(3))			
Circular saw (skill saw)		Visual check of cord, plug and guards before each day's use; if you run an assured equipment grounding program instead of GFCIs, test every 3 months (29 CFR 1926.404(b)(1))			
Nail gun (pneumatic nailer)					
Concrete		Boom, outriggers, pipeline, clamps and hoses checked before each shift; frequent and periodic			

Plant / equipment	License or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
pump truck		inspections to ASME B30.27 and the manufacturer			

5. TRAINING REQUIRED FOR THIS WORK

- Asbestos awareness training, plus class-specific training for Class I to III work (29 CFR 1926.1101(k)(9)); respirator fit test and medical evaluation (29 CFR 1910.134)
- Competent person for excavations, trained in soil classification and protective systems (29 CFR 1926.651(k), 1926.652)
- Fall protection training by a competent person, with a written certification record (29 CFR 1926.503)
- Silica training on the exposure control plan and Table 1 controls (29 CFR 1926.1153(i)); respirator fit test and medical evaluation (29 CFR 1910.134)
- Qualified person training for work on or near exposed energized parts (29 CFR 1926.416, NFPA 70E)

6. CREW TRAINING AND CERTIFICATIONS

Crew listed at sign-on below, with ticket and licence numbers.

7. EMERGENCY ARRANGEMENTS

Emergency number	911	**First aid kit**	In the work vehicle
Fire extinguisher	In the work vehicle	**Alarm and evacuation**	Shout for help and stop work. Make the area safe and go to the assembly point. Call the emergency number and send someone to meet the ambulance.
Reporting incidents	Report a fatality to OSHA within 8 hours, and an in-patient hospitalization, amputation or eye loss within 24 hours.		

8. MONITORING, REVIEW AND LEGAL BASIS

A competent person inspects the job site, materials and equipment before work each day and as conditions change (29 CFR 1926.20(b)(2)). Any time this JHA is revised, the affected crew is re-briefed and signs again.

Legal basis: OSH Act Section 5(a)(1) and 29 CFR 1926, Safety and Health Regulations for Construction (incl. 1926.20 and 1926.21). OSHA requires employers to find and fix hazards and to train workers on them. A JHA breaks the job into steps, lists the hazards in each step and the controls that protect the crew. General contractors often require one before you start.

Keep this JHA on site during the job, and keep it with the training and inspection records for at least 1 year after the job (longer if your state plan or general contractor requires it). OSHA does not set a retention period for JHAs themselves.

9. REVISION HISTORY

Rev	Date	By	What changed
1	Nov 9, 2026		First issue

10. SIGN-OFF

	Name	Signature	Date	
Prepared by				
Supervisor				
General contractor review				Accepted for use: Yes / No

By signing below, each crew member confirms they were trained on the hazards and controls in this JHA before work started, and will follow it. Stop work and tell the supervisor if conditions change.

Name	Role / company	Tickets / licences	Signature	Date

Name	Role / company	Tickets / licences	Signature	Date