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	Shed and garage construction	**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	Get 811 locates and pour the slab or footings	Hitting underground services Wet concrete and cement burns Rules: 29 CFR 1926.651(b) and your state 811 law	**Critical Possible / Fatality**	1.1 Keep machine buckets well clear of marked services and use a spotter. [Engineering (guarding)] 1.2 Scan the area with a cable locator before digging and mark services on the ground. [Engineering] 1.3 Hand dig or vacuum excavate to expose services before using a machine near them. [Engineering] 1.4 Call 811 before you dig and wait until all utilities have marked their lines. [Administrative] 1.5 Keep plans or locate tickets on site and check them again if the work area grows. [Administrative] 1.6 Support or protect exposed utilities so they cannot sag or break while the excavation is open (29 CFR 1926.651(b)(4)). [Administrative] 1.7 If you hit a service, stop, get everyone clear, and call the owner and emergency services. [Administrative] 1.8 Wear safety boots, gloves and hi-vis when digging. [PPE] 1.9 Use long-handled tools and pumps to cut down contact. [Engineering] 1.10 Wash concrete off skin straight away with clean water. [Administrative] 1.11 Have clean water and eye wash at the pour. [Administrative] 1.12 Wear waterproof gloves, long sleeves and rubber boots with pants worn over the top. [PPE] 1.13 Wear safety glasses or goggles to stop splashes. [PPE]	**Medium Rare / Fatality**	Site supervisor
2	Stand the frame and brace it straight away	Structural collapse during alterations Strong wind and storms Lifting and carrying heavy loads	**High Possible / Serious injury**	2.1 Get an engineer to check before removing any wall, beam, post or bracing that may be load-bearing. [Elimination] 2.2 Keep everyone clear of the area under and next to the work. [Engineering (guarding)] 2.3 Install temporary props, needles or shoring as designed before removing any support. [Engineering] 2.4 Follow the engineer's sequence. Do not change it without approval. [Administrative] 2.5 Check props daily. Do not remove them until the	**Medium Unlikely / Recordable / lost time**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				permanent support is in and approved. [Administrative] 2.6 Check the forecast each morning and plan work at height and lifting around the weather. [Elimination] 2.7 Tie down or weigh down loose sheets, panels, boards and rubbish at the end of each shift. [Engineering] 2.8 Set wind limits for roof work, platforms and cranes, using the manufacturer's limits, and stop when they are reached. [Administrative] 2.9 Stop work and get down in lightning. Wait 30 minutes after the last thunder before going back up. [Administrative] 2.10 Check scaffold, fencing and edge protection after strong wind before anyone uses them. [Administrative] 2.11 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 2.12 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 2.13 Use trolleys, pallet jacks, hoists, vacuum lifters or plant instead of carrying by hand. [Engineering] 2.14 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative] 2.15 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative]		
3	Fix wall and roof sheets, working from a secured ladder or scaffold	Falling from a ladder Falling from a roof edge Cuts from sharp edges Rules: 29 CFR 1926 Subpart X; 29 CFR 1926 Subpart M	**Critical Likely / Fatality**	3.1 Use a platform ladder, mobile scaffold or aerial lift for longer jobs instead of a straight ladder. [Substitution] 3.2 Use Type I, IA or IAA ladders in good condition. Tag and remove any damaged ladder. [Engineering] 3.3 Set extension ladders at a 4 to 1 angle on firm, level ground, secured, and reaching 3 feet above the landing. [Engineering] 3.4 Use ladders only for short, light work. Do not carry heavy or awkward loads up a ladder. [Administrative] 3.5 Keep three points of contact and your belt buckle between the stiles. Do not overreach. [Administrative] 3.6 Do what you can from the ground or from a scaffold at the gutter line, for example pre-assemble parts on the ground. [Elimination] 3.7 Install edge protection or guardrails on all open roof edges before work starts. [Engineering (guarding)] 3.8 Use a perimeter scaffold with handrails and toe boards along the eaves where practical. [Engineering] 3.9 Where guardrails cannot be fitted, use fall restraint on certified roof anchors so workers cannot reach the edge. [Engineering] 3.10 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	**Medium Unlikely / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				nets or personal fall arrest (29 CFR 1926.501(b)(10), (11)). [Administrative] 3.11 Use one safe, controlled access point and keep others off the roof. [Administrative] 3.12 Deburr or cover sharp edges, and fit edge protectors on exposed sheet metal. [Engineering] 3.13 Use knives with retractable or self-retracting blades. [Engineering] 3.14 Cut away from your body and keep your other hand clear. [Administrative] 3.15 Put used blades in a blade bin or sharps container. [Administrative] 3.16 Use two people to handle large sheets of metal or glass. [Administrative]		
4	Cut sheets with shears or nibblers rather than a grinder	Angle grinder injuries Fire from hot works Loud noise Rules: 29 CFR 1926.352 and NFPA 51B (35 ft rule also in 1910.252(a)); 29 CFR 1926.52	**Critical Possible / Fatality**	4.1 Use a guarded saw or a different tool where you can. [Substitution] 4.2 Keep the guard on and use the side handle. Never remove the guard. [Engineering] 4.3 Use the right disc for the job, rated for the grinder's speed. Check it for cracks first. [Administrative] 4.4 Only trained people change discs, with the grinder unplugged or the battery out. [Administrative] 4.5 Keep both hands on the grinder and let the disc stop before putting it down. [Administrative] 4.6 Use cold work methods where you can, such as bolting, press fittings or cutting with a saw instead of a torch. [Elimination] 4.7 Move anything that can burn at least 35 feet away, or cover it with fire blankets. [Engineering (guarding)] 4.8 Use fire-resistant screens to stop sparks reaching people or gaps in walls and floors. [Engineering] 4.9 Get a hot work permit before starting. [Administrative] 4.10 Keep a charged fire extinguisher and fire blanket at the work spot. [Administrative] 4.11 Use quieter tools and methods, such as cut-to-size materials, low-noise machines and battery tools. [Substitution] 4.12 Keep noisy plant away from work areas, and use screens or distance between the noise and people. [Engineering (guarding)] 4.13 Keep tools maintained and use mufflers on compressors and generators. [Engineering] 4.14 Limit time on noisy tools and rotate workers. [Administrative] 4.15 If you have to shout to be heard at arm's length, wear hearing protection. [Administrative]	**Medium Unlikely / Serious injury**	Site supervisor
5	Fit doors, flashings and clean up	Poor housekeeping and waste	**Medium Likely / Minor**	5.1 Order materials to size and send packaging back where you can. [Elimination]	**Low Unlikely / Minor**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
			injury	5.2 Put dumpsters and waste chutes close to the work. [Engineering] 5.3 Clean as you go, and do a full clean up at the end of each day. [Administrative] 5.4 Keep exits, stairs and walkways clear at all times. [Administrative] 5.5 Stack materials neatly on level ground, away from edges. [Administrative] 5.6 Wear gloves when handling waste. [PPE]	injury	

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) Cut-resistant gloves Safety glasses (ANSI Z87.1) Hearing protection (earmuffs or plugs) Personal fall arrest system (harness) Sun protection (sunscreen, hat, long sleeves) Chemical-resistant gloves Safety goggles (ANSI Z87.1) Knee pads Hard hat (ANSI Z89.1) Work gloves Face shield (ANSI Z87.1) Welding gloves Coveralls	Written fall protection plan (only where guardrails, nets or personal fall arrest are not feasible, 1926.502(k)) Hot work permit (fire watch at least 60 minutes after, NFPA 51B)

4. PLANT AND EQUIPMENT

Plant / equipment	License or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Cement mixer		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))			
Power drill		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))			
Angle grinder		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))			
Extension ladder		Inspected by a competent person for visible defects periodically and after any event that could affect safe use (29 CFR 1926.1053(b)(15))			

Plant / equipment	License or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Hand tools					

5. TRAINING REQUIRED FOR THIS WORK

- Ladder safety training by a competent person (29 CFR 1926.1060)
- Fall protection training by a competent person, with a written certification record (29 CFR 1926.503)

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