# 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** | Hang drywall | **Start date** | Nov 9, 2026 |
| **Working hours** | 7:00 am to 3:30 pm | **Trade** | Drywall |

## 2. JOB STEPS, HAZARDS AND CONTROLS

| # | Job step | Hazards | Risk before | Controls | Risk after | Responsible |
|---|---|---|---|---|---|---|
| 1 | Check that electrical and plumbing rough-in is finished and that circuits are off where you will fasten near them | Electric shock from live wiring<br><br>Rules: 29 CFR 1926 Subpart K | **Critical Possible / Fatality** | 1.1 Isolate the power before any work. Do not work live. [Elimination]<br>1.2 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)]<br>1.3 Test before you touch: prove dead at the point of work with a tested voltage tester. [Engineering]<br>1.4 Only qualified persons work on or near exposed energized parts. [Administrative]<br>1.5 Check for back feeds from solar, batteries and generators that can keep a circuit live after the main switch is off. [Administrative]<br>1.6 If energized work cannot be avoided, use an energized work permit, a safety observer and insulated tools, following NFPA 70E. [Administrative]<br>1.7 Wear insulated gloves, arc-rated clothing and a face shield when testing or working near live parts. [PPE] | **Medium Rare / Fatality** | Site supervisor |
| 2 | Stack sheets flat on a level floor, not leaning against walls, and spread the load | Lifting and carrying heavy loads<br>Falling tools and materials<br><br>Rules: 29 CFR 1926.501(c) | **High Likely / Recordable / lost time** | 2.1 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination]<br>2.2 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution]<br>2.3 Lifting and carrying heavy loads: see step 6 for the full controls [Administrative]<br>2.4 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Engineering (guarding)]<br>2.5 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Engineering]<br>2.6 Use catch fans, debris netting or covered walkways where people pass below. [Engineering]<br>2.7 Tether hand tools when working at height. [Engineering]<br>2.8 Keep platforms tidy. Do not stack materials near edges or above toe board height. [Administrative] | **Medium Unlikely / Serious injury** | Site supervisor |

| # | Job step | Hazards | Risk before | Controls | Risk after | Responsible |
|---|---|---|---|---|---|---|
| | | | | 2.9 Lower materials with a hoist, chute or rope. Never throw or drop anything down. [Administrative]<br>2.10 Wear a hard hat anywhere objects could fall. [PPE] | | |
| 3 | Carry sheets with two people or a sheet trolley | Lifting and carrying heavy loads | **High Likely / Recordable / lost time** | 3.1 Use trolleys, pallet jacks, hoists, vacuum lifters or plant instead of carrying by hand. [Engineering]<br>3.2 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative]<br>3.3 Lifting and carrying heavy loads: see step 6 for the full controls [Administrative] | **Medium Unlikely / Recordable / lost time** | Site supervisor |
| 4 | Set up a platform ladder or mobile scaffold for ceilings and high walls | Falling from height<br>Falling from a ladder<br>Scaffold collapse or fall from scaffold<br><br>Rules: 29 CFR 1926 Subpart M; 29 CFR 1926 Subpart X; 29 CFR 1926 Subpart L | **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]<br>4.2 Install guardrails or edge protection on all open edges before work starts. [Engineering (guarding)]<br>4.3 Use a scaffold, mobile work platform or aerial lift instead of working off a ladder. [Engineering]<br>4.4 Where edge protection is not practical, use a fall restraint or fall arrest system on a rated anchor point. [Engineering]<br>4.5 Provide fall protection at 6 feet or more and train workers to recognize fall hazards (29 CFR 1926.503). [Administrative]<br>4.6 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Administrative]<br>4.7 Use a platform ladder, mobile scaffold or aerial lift for longer jobs instead of a straight ladder. [Substitution]<br>4.8 Use Type I, IA or IAA ladders in good condition. Tag and remove any damaged ladder. [Engineering]<br>4.9 Set extension ladders at a 4 to 1 angle on firm, level ground, secured, and reaching 3 feet above the landing. [Engineering]<br>4.10 Use ladders only for short, light work. Do not carry heavy or awkward loads up a ladder. [Administrative]<br>4.11 Keep three points of contact and your belt buckle between the stiles. Do not overreach. [Administrative]<br>4.12 Scaffold is built, moved and taken down under the supervision of a competent person. [Engineering]<br>4.13 Fit guardrails, mid rails and toe boards on every platform more than 10 feet above a lower level, or use personal fall arrest (29 CFR 1926.451(g)(1)). [Engineering]<br>4.14 Use mobile scaffolds only on firm, level ground with casters locked, and guy, tie, brace or fit outriggers once the height is more than 4 times the base width (29 CFR 1926.451(c)(1)). Never move one with anyone on it. [Engineering]<br>4.15 Every worker on the scaffold is trained by a qualified person (29 CFR 1926.454). [Administrative]<br>4.16 A competent person inspects the scaffold before each shift and after anything that could affect it (29 CFR 1926.451(f)(3)). [Administrative] | **Medium Unlikely / Serious injury** | Site supervisor |

| # | Job step | Hazards | Risk before | Controls | Risk after | Responsible |
|---|---|---|---|---|---|---|
| | | | | 4.17 Do not overload platforms. Know the rated load (light, medium or heavy duty) and stack materials over the legs, not mid-span (29 CFR 1926.451(f)(1)). [Administrative] | | |
| 5 | Cut sheets with a sharp knife, cutting away from your body; use extraction if sawing | Cuts from sharp edges<br>General dust | **Medium Likely / Minor injury** | 5.1 Deburr or cover sharp edges, and fit edge protectors on exposed sheet metal. [Engineering]<br>5.2 Use knives with retractable or self-retracting blades. [Engineering]<br>5.3 Cut away from your body and keep your other hand clear. [Administrative]<br>5.4 Put used blades in a blade bin or sharps container. [Administrative]<br>5.5 Use two people to handle large sheets of metal or glass. [Administrative]<br>5.6 Wear cut-resistant gloves and long sleeves. [PPE]<br>5.7 Use low-dust products, such as dust-reduced or pre-mixed compounds. [Substitution]<br>5.8 Seal off the work area with plastic sheeting in occupied buildings. [Engineering (guarding)]<br>5.9 Use tools with dust extraction and a vacuum for clean up. [Engineering]<br>5.10 Lightly mist the area with water to keep dust down, away from anything electrical. [Engineering]<br>5.11 Never dry sweep or blow dust off with compressed air. [Administrative]<br>5.12 Wear a dust mask and safety glasses. [PPE] | **Low Unlikely / Minor injury** | Site supervisor |
| 6 | Lift ceiling panels with a drywall lift, not your head | Lifting and carrying heavy loads<br>Falling tools and materials<br>Repetitive work and awkward postures<br><br>Rules: 29 CFR 1926.501(c) | **High Likely / Recordable / lost time** | 6.1 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination]<br>6.2 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution]<br>6.3 Use trolleys, pallet jacks, hoists, vacuum lifters or plant instead of carrying by hand. [Engineering]<br>6.4 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative]<br>6.5 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative]<br>6.6 Falling tools and materials: see step 2 for the full controls [Administrative]<br>6.7 Use tools that cut the effort: powered screwdrivers, long-handled tools and extension poles for overhead work. [Substitution]<br>6.8 Set work up at waist height on benches or trestles where you can. [Engineering]<br>6.9 Use light tools with good grips, and keep blades and bits sharp. [Engineering]<br>6.10 Rotate tasks and take short breaks every hour on repetitive work. [Administrative] | **Medium Unlikely / Serious injury** | Site supervisor |

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|---|---|---|---|---|---|---|
| | | | | 6.11 Warm up before heavy physical work and report aches and pains early. [Administrative] | | |
| 7 | Screw the drywall to the framing, keeping clear of cables and pipes behind | Injury from power tools<br>Electric shock from live wiring<br><br>Rules: 29 CFR 1926 Subpart I; 29 CFR 1926 Subpart K | **Critical Possible / Fatality** | 7.1 Keep all guards fitted and working. Never tie back or remove a guard. [Engineering]<br>7.2 Clamp or secure the work piece. Do not hold it by hand. [Engineering]<br>7.3 Only trained, competent people use power tools, following the maker's instructions. [Administrative]<br>7.4 Check tools before use. Unplug or remove the battery before changing blades or bits. [Administrative]<br>7.5 No loose clothing, jewelry or long hair near spinning parts. [Administrative]<br>7.6 Wear safety glasses and hearing protection. Do not wear loose gloves on drills or other rotating tools. [PPE]<br>7.7 Electric shock from live wiring: see step 1 for the full controls [Administrative] | **Medium Unlikely / Recordable / lost time** | Site supervisor |
| 8 | Use adhesives with ventilation | Hazardous chemicals<br><br>Rules: 29 CFR 1926.59 Hazard Communication | **Medium Possible / Recordable / lost time** | 8.1 Choose the least harmful product that does the job, for example water-based instead of solvent-based. [Substitution]<br>8.2 Use chemicals in well-ventilated areas, or use fans and extraction in closed rooms. [Engineering]<br>8.3 Read the Safety Data Sheet (SDS) and labels before use, following OSHA Hazard Communication. [Administrative]<br>8.4 Keep chemicals in labeled containers. Never pour them into drink bottles. [Administrative]<br>8.5 Store chemicals away from heat, food and drink, and keep products that react with each other apart. [Administrative]<br>8.6 Have eye wash and a spill kit nearby, and wash hands before eating. [Administrative]<br>8.7 Wear chemical-resistant gloves and safety glasses or goggles as listed on the SDS. [PPE]<br>8.8 Use a respirator with the right cartridge if the SDS calls for one. [PPE] | **Medium Unlikely / Recordable / lost time** | Site supervisor |
| 9 | Pick up offcuts and screws | Poor housekeeping and waste<br>Slips and trips | **Medium Likely / Minor injury** | 9.1 Order materials to size and send packaging back where you can. [Elimination]<br>9.2 Put dumpsters and waste chutes close to the work. [Engineering]<br>9.3 Clean as you go, and do a full clean up at the end of each day. [Administrative]<br>9.4 Keep exits, stairs and walkways clear at all times. [Administrative]<br>9.5 Stack materials neatly on level ground, away from edges. [Administrative]<br>9.6 Wear gloves when handling waste. [PPE]<br>9.7 Plan walkways and keep them clear of materials, hoses and leads. [Elimination]<br>9.8 Run cords and hoses overhead on hooks or stands, or | **Low Unlikely / Minor injury** | Site supervisor |

| # | Job step | Hazards | Risk before | Controls | Risk after | Responsible |
|---|---|---|---|---|---|---|
| | | | | along walls, not across walkways. [Engineering]<br>9.9 Fill or cover holes, and lay boards or mats on muddy access paths. [Engineering]<br>9.10 Clean up offcuts, packaging and spills as you go, not at the end of the day. [Administrative]<br>9.11 Keep work areas, stairs and access paths well lit. [Administrative]<br>9.12 Wear safety boots with good grip, laced up. [PPE] | | |

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)<br>Safety glasses (ANSI Z87.1)<br>Work gloves<br>N95 respirator<br>Hard hat (ANSI Z89.1)<br>High-visibility safety apparel, ANSI/ISEA 107 Class 2 or 3 (Type R near roadways)<br>Cut-resistant gloves<br>Knee pads<br>Hearing protection (earmuffs or plugs)<br>Chemical-resistant gloves<br>Safety goggles (ANSI Z87.1)<br>Half-face respirator (P100 cartridges)<br>Coveralls | 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 |
|---|---|---|---|---|---|
| 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)) | | | |
| Platform 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)) | | | |
| Hand tools | | | | | |
| Mobile (rolling) 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)) | | | |

## 5. TRAINING REQUIRED FOR THIS WORK

- Qualified person training for work on or near exposed energized parts (29 CFR 1926.416, NFPA 70E)
- Fall protection training by a competent person, with a written certification record (29 CFR 1926.503)
- Ladder safety training by a competent person (29 CFR 1926.1060)
- Scaffold user training by a qualified person; erectors trained by a competent person (29 CFR 1926.454)
- Hazard communication training on the written program, labels and SDS (29 CFR 1910.1200(h), via 1926.59); respirator fit test and medical evaluation if a respirator is used (29 CFR 1910.134)

## 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 |
|---|---|---|---|---|
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| Name | Role / company | Tickets / licences | Signature | Date |
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