



**PURPOSE:** Review each job task performed by employees to determine where job task hazards exist providing recommendations for hazard elimination/protection, identifying appropriate personal protective equipment (PPE), and training to inform employees of appropriate safety standards and precautions.

Department: \_\_\_\_\_

Job Title: \_\_\_\_\_

Job Task: \_\_\_\_\_

Building/Room/Location: \_\_\_\_\_

Prepared By: \_\_\_\_\_

Date of Creation: \_\_\_\_\_



**REQUIRED PERSONAL PROTECTIVE EQUIPMENT** *(choose all that apply for this task. If other, please specify)*



Body Protection



Eye Protection



Fall Protection



Foot Protection



Hand Protection



Head Protection



Hearing Protection



Respiratory Protection

**REQUIRED TRAINING COURSES** *(choose all that apply for this task. If other, please specify)*

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<b>Task/Step</b>	<b>Hazard(s)</b>	<b>Controls/Recommendations</b>	<b>Additional Information</b>
<i>Break the job into a sequence of steps. Each of the steps should accompany some major task.</i>	<i>Identify the hazard(s) associated with each step. Every possible source of energy must be identified. Look at the entire environment to determine every conceivable hazard.</i>	<i>Decide what actions are necessary to eliminate, control, or minimize hazards that could lead to accidents, injuries, damage to the environment, or illness.</i>	<i>Put any additional information here that should be known by the employee performing the task.</i>

I have read and understand the contents of the JHA and the controls required to mitigate the risks from the identified hazards.

Employee Name: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_