National Institute for Zorig Chusum

JOB SAFETY ANALYSIS AND RISK CONTROL WORKSHEET

# Location of Work Area

Campus

Building

Level

Room Number

Job Description

# Safety Assessment Circle Y / N

1. Does task involve working at heights? (above 2 metres) Y / N
2. Is protective clothing or apparatus required? Y / N
3. Are there other safety concerns that should be addressed? Y / N

**NOTE**: Ensure all access equipment operators hold the required licence. Y / N

# Hazard Assessment Circle Y / N Circle Y / N

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| --- | --- | --- | --- |
| 1. Does task involve working in a confined space? | Y / N | 5. Do Services require Isolation? (Gas, Electrical, etc) | Y / N |
| 2. Could there be toxic or explosive gases present? | Y / N | 6. Chemicals | Y / N |
| 3. Does the task involve hot work? | Y / N | 7. Does the job involve working on a plant or machinery? | Y / N |
| 4. Does task require working within 2 metres of a roof edge? | Y / N | 8. Are there any other high risk tasks involved? | Y / N |

**NOTE:** If “**yes**” check with appropriate Head of School/ Manager or Nominee to determine if **Hazardous Work Permit** required.

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity**  (List Tasks to be completed) | **Hazard**  (List the hazards which could cause injury) | **Risk Control measures**  (Set out what is required to minimize or eliminate the risk of injury) | **Responsibility**  (Name of person who is in control of risk control measures) |
| Making Cheri | Cut and other health complication from the animal and legal issue from the owner | Carefully wear protective and get prior permission from the pet owners | Individuals |
| Mixing colors | Chemical complication to eyes, nose and mouth and nails | Carefully wear PPE (Gloves, mask and eye goggles) | Individuals and instructors |
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# NOTE: for the overall risk control the trainees and the instructor should observe the following

# Before any activity is done the concern instructor should assess the risk involved in the activity.

# Then the instructor should come up with risk minimizing strategies for the activity.

# The instructor should then give preventive directives to the trainees for the activity.

# The trainees should comply with the directives while doing the activity.

# The instructor must observe the trainees closely during the training and remind the preventive measures to the trainees.

# In-case of any mishaps the concern trainee and instructor should do the follow up and necessary reporting to the concern officials.

# Job Safety Analysis Prepared By: Job Start Date: Job Completion Date: