



Job Safety Analysis (JSA) & Risk Assessment

OBJECTIVE

To educate employers & employees in the effective management of risk in the workplace. As well as the selection, development and application of a Job Safety Analysis. This course will assist with the development of a safer workplace.

COURSE CONTENT

Upon completion of the training participants will have an understanding of:

- **Understand the Duty of Care for Employees, Employers and Contractors**
Rights, roles and responsibilities of employees, employers and contractors in relation to each group's duty of care. Participants learn about the relationships between employer, employee and contractor as defined in the OSH Act. Company policies and procedures, site practices and site standards under the legislation are also covered.
- **The calculation of Risk**
How to identify and implement the Hazard Identification Tools, The calculation of Risk, how to clearly identify a credible consequence of exposure and then determine the likelihood of the consequence. Participants take part in a workshop exercise to apply the Risk Matrix activities.
- **Effective Implementation of the Hazard Management Hierarchy**
The hierarchy of control is discussed and applied to various situations and tasks. Participants discuss the application and philosophy of the Hierarchy to develop realistic control methods. The responsibilities and effective strategies for the reporting of hazards are also discussed. The implementation, maintenance and revision of a hazard register.
- **Elements of a JSA**
All elements of a JSA including who does a JSA, when to complete a JSA, steps and processes, assessment of the risk in a JSA, development of solutions, Authorisation of the and review of a JSA. Participants take part in a workshop exercise to complete realistic JSA's. The key steps are also discussed to avoid unnecessary information on the JSA and the correct information to be recorded.
- **Effectively Complete a JSA**
This segment gives practical advice on the proper application of a JSA including its use to create and update work procedures, additionally the reviewing process of a JSA.

Pre-requisites	NIL
Duration	6 hours
Qualification:	Upon successful completion participants will be issued with a Statement of Completion: <i>Risk Assessment and Job Safety Analysis</i>
When to Arrive	It will be helpful if you can arrive at least 10 minutes before the scheduled start time.
What to Wear	All course participants are required to wear appropriate work attire.
Morning Tea and Lunch	Feel free to grab a tea or coffee before the course starts and at any time during the course. Participants will be offered morning tea. There is a range of lunch bars within walking distance.