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	Build a deck	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Carpentry

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Locate underground services before digging footings	Hitting underground services 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]	**Medium Rare / Fatality**	Site supervisor
2	Dig and pour footings, guarding open holes	Falling through a floor opening or void Wet concrete and cement burns Lifting and carrying heavy loads Rules: 29 CFR 1926 Subpart M	**Critical Possible / Fatality**	2.1 Cover every hole with a secured cover marked "HOLE" or "COVER" that can hold twice the weight it may carry. [Engineering (guarding)] 2.2 Put guardrails with toe boards around stairwells, elevator shafts, floor holes and open edges. [Engineering (guarding)] 2.3 Install stairs early and fit temporary handrails as soon as they go in. [Engineering] 2.4 Never remove a cover or guardrail without approval. Put it back straight away. [Administrative] 2.5 Inspect covers and barriers daily and after other trades have been through. [Administrative] 2.6 Use long-handled tools and pumps to cut down contact. [Engineering] 2.7 Wash concrete off skin straight away with clean water. [Administrative] 2.8 Have clean water and eye wash at the pour. [Administrative] 2.9 Wear waterproof gloves, long sleeves and rubber boots	**Medium Unlikely / Recordable / lost time**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				with pants worn over the top. [PPE] 2.10 Wear safety glasses or goggles to stop splashes. [PPE] 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	Cut treated timber with dust control and wash hands before eating	Saw cuts and kickback Wood and MDF dust Hazardous chemicals Rules: 29 CFR 1926 Subpart I; 29 CFR 1926.59 Hazard Communication	**High Possible / Serious injury**	3.1 Keep blade guards fitted and working, and use the riving knife on table saws. [Engineering] 3.2 Use push sticks and clamps, and support long pieces so they do not pinch the blade. [Engineering] 3.3 Use a sharp, undamaged blade made for the material. [Administrative] 3.4 Stand to one side of the blade line, out of the kickback path. [Administrative] 3.5 Let the blade stop fully before reaching in or putting the saw down. [Administrative] 3.6 Buy pre-cut or pre-finished lumber where you can. [Substitution] 3.7 Cut outdoors or in a well-ventilated area away from others. [Engineering (guarding)] 3.8 Use saws and sanders with dust collection connected to a HEPA vacuum. [Engineering] 3.9 Clean up with a vacuum, not a broom or compressed air. [Administrative] 3.10 Wear an N95 respirator for cutting and sanding. [PPE] 3.11 Choose the least harmful product that does the job, for example water-based instead of solvent-based. [Substitution] 3.12 Use chemicals in well-ventilated areas, or use fans and extraction in closed rooms. [Engineering] 3.13 Read the Safety Data Sheet (SDS) and labels before use, following OSHA Hazard Communication. [Administrative] 3.14 Keep chemicals in labeled containers. Never pour them into drink bottles. [Administrative] 3.15 Store chemicals away from heat, food and drink, and keep products that react with each other apart. [Administrative]	**Medium Unlikely / Serious injury**	Site supervisor
4	Build bearers and joists, using edge protection if the deck is high	Falling from height Lifting and carrying heavy loads Structural collapse during	**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]	**Medium Unlikely / Recordable /**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
		alterations Rules: 29 CFR 1926 Subpart M		4.2 Install guardrails or edge protection on all open edges before work starts. [Engineering (guarding)] 4.3 Use a scaffold, mobile work platform or aerial lift instead of working off a ladder. [Engineering] 4.4 Where edge protection is not practical, use a fall restraint or fall arrest system on a rated anchor point. [Engineering] 4.5 Provide fall protection at 6 feet or more and train workers to recognize fall hazards (29 CFR 1926.503). [Administrative] 4.6 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Administrative] 4.7 Rotate tasks and take breaks on long lifting jobs. [Administrative] 4.8 Wear gloves for grip and safety boots to protect your feet. [PPE] 4.9 Lifting and carrying heavy loads: see step 2 for the full controls [Administrative] 4.10 Get an engineer to check before removing any wall, beam, post or bracing that may be load-bearing. [Elimination] 4.11 Keep everyone clear of the area under and next to the work. [Engineering (guarding)] 4.12 Install temporary props, needles or shoring as designed before removing any support. [Engineering] 4.13 Follow the engineer's sequence. Do not change it without approval. [Administrative] 4.14 Check props daily. Do not remove them until the permanent support is in and approved. [Administrative]	**lost time**	
5	Lay and fix decking boards	Injury from power tools Nail gun injuries Repetitive work and awkward postures Sun exposure (UV) Rules: 29 CFR 1926 Subpart I	**High Possible / Serious injury**	5.1 Keep all guards fitted and working. Never tie back or remove a guard. [Engineering] 5.2 Clamp or secure the work piece. Do not hold it by hand. [Engineering] 5.3 Only trained, competent people use power tools, following the maker's instructions. [Administrative] 5.4 Check tools before use. Unplug or remove the battery before changing blades or bits. [Administrative] 5.5 Use a nail gun with a sequential (single shot) trigger, not a contact or bump trigger. [Substitution] 5.6 Disconnect the air or battery before clearing jams, adjusting or moving between work areas. [Engineering] 5.7 Keep your free hand at least 12 inches from the nailing point. [Administrative] 5.8 Never point the gun at anyone or carry it with your finger on the trigger. [Administrative] 5.9 Use tools that cut the effort: powered screwdrivers, long-handled tools and extension poles for overhead work. [Substitution] 5.10 Set work up at waist height on benches or trestles where you can. [Engineering] 5.11 Use light tools with good grips, and keep blades and bits sharp. [Engineering]	**Medium Unlikely / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				5.12 Rotate tasks and take short breaks every hour on repetitive work. [Administrative] 5.13 Plan outdoor work for early morning or late afternoon when UV is lower. [Elimination] 5.14 Put shade covers over fixed work areas. [Engineering] 5.15 Check the UV index each day. Use sun protection when it is 3 or higher. [Administrative] 5.16 Check your skin regularly and see a doctor about any new or changing spots. [Administrative]		
6	Fit railing before anyone uses the deck, then clean up	Falling from height Poor housekeeping and waste Rules: 29 CFR 1926 Subpart M	**Critical Likely / Fatality**	6.1 Wear a full body harness with a shock-absorbing lanyard, clipped on at all times when using fall arrest. [PPE] 6.2 Falling from height: see step 4 for the full controls [Administrative] 6.3 Order materials to size and send packaging back where you can. [Elimination] 6.4 Put dumpsters and waste chutes close to the work. [Engineering] 6.5 Clean as you go, and do a full clean up at the end of each day. [Administrative] 6.6 Keep exits, stairs and walkways clear at all times. [Administrative] 6.7 Stack materials neatly on level ground, away from edges. [Administrative] 6.8 Wear gloves when handling waste. [PPE]	**Medium Rare / Fatality**	Site supervisor

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) Safety glasses (ANSI Z87.1) Hearing protection (earmuffs or plugs) Work gloves N95 respirator Sun protection (sunscreen, hat, long sleeves) Chemical-resistant gloves Safety goggles (ANSI Z87.1) Knee pads Half-face respirator (P100 cartridges) Coveralls	None required

4. PLANT AND EQUIPMENT

Plant / equipment	License or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Circular saw (skill saw)		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))			
Miter saw		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))			
Nail gun (pneumatic nailer)					
Hand tools					

5. TRAINING REQUIRED FOR THIS WORK

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

Name	Role / company	Tickets / licences	Signature	Date