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 doors and fit hardware	**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	Set up a work area away from occupants and walkways	Working in an occupied home or building Slips and trips	**Medium Possible / Recordable / lost time**	1.1 Plan noisy, dusty or risky work for when the building is empty. [Elimination] 1.2 Close off the work area with barriers, plastic sheeting or locked doors, and put up signs. [Engineering (guarding)] 1.3 Keep fire exits and paths clear at all times. [Administrative] 1.4 Tell occupants before you turn off power, water or gas, and before noisy or dusty work. [Administrative] 1.5 Lock away tools, chemicals and materials each day, out of reach of children. [Administrative] 1.6 Clean up dust and debris at the end of each day. [Administrative] 1.7 Plan walkways and keep them clear of materials, hoses and leads. [Elimination] 1.8 Run cords and hoses overhead on hooks or stands, or along walls, not across walkways. [Engineering] 1.9 Fill or cover holes, and lay boards or mats on muddy access paths. [Engineering] 1.10 Clean up offcuts, packaging and spills as you go, not at the end of the day. [Administrative] 1.11 Keep work areas, stairs and access paths well lit. [Administrative] 1.12 Wear safety boots with good grip, laced up. [PPE]	**Low Unlikely / Minor injury**	Site supervisor
2	Remove old doors and frames, checking old paint for lead	Lead paint dust and fumes Lifting and carrying heavy loads Rules: 40 CFR Part 745 (RRP rule) and 29 CFR 1926.62	**High Possible / Serious injury**	2.1 Test old paint for lead before you sand, scrape, cut or heat it. [Elimination] 2.2 Use wet scraping, chemical strippers or shrouded tools with extraction instead of dry sanding. Never burn off lead paint with an open flame. [Substitution] 2.3 Seal off the work area with plastic sheeting and keep residents, children and pets out. [Engineering (guarding)] 2.4 Clean up with a HEPA vacuum and wet wipes. Never dry sweep. [Engineering] 2.5 In homes and child-occupied facilities built before 1978 (such as child care centers, preschools and kindergarten	**Medium Unlikely / Recordable / lost time**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				classrooms), work that disturbs more than 6 sq ft inside or 20 sq ft outside is done by an EPA Lead-Safe Certified firm with a certified renovator (RRP rule). [Administrative] 2.6 Do an initial lead exposure assessment and protect workers as if over the limit until results are in. Over 50 micrograms per cubic meter, follow a written lead compliance program (29 CFR 1926.62(d), (e)). [Administrative] 2.7 Never torch painted surfaces, keep heat guns below 1,100 degrees F, and use sanders, grinders or planers only with a shroud and HEPA vacuum attachment (40 CFR 745.85(a)(3)). [Administrative] 2.8 Provide a clean change area and handwashing, and keep food, drink and tobacco out of the work area (29 CFR 1926.62(i)). [Administrative] 2.9 Wash hands and face before eating, drinking or smoking. Change out of dusty clothes before going home. [Administrative] 2.10 Wear a NIOSH-approved respirator with N100 or P100 filters, disposable coveralls and gloves. [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 Lifting and carrying heavy loads: see step 4 for the full controls [Administrative]		
3	Trim doors to size and rout hinges with dust extraction	Saw cuts and kickback Wood and MDF dust Injury from power tools Loud noise Rules: 29 CFR 1926 Subpart I; 29 CFR 1926.52	**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 Buy pre-cut or pre-finished lumber where you can. [Substitution] 3.6 Cut outdoors or in a well-ventilated area away from others. [Engineering (guarding)] 3.7 Use saws and sanders with dust collection connected to a HEPA vacuum. [Engineering] 3.8 Clean up with a vacuum, not a broom or compressed air. [Administrative] 3.9 Keep all guards fitted and working. Never tie back or remove a guard. [Engineering] 3.10 Clamp or secure the work piece. Do not hold it by hand. [Engineering] 3.11 Only trained, competent people use power tools, following the maker's instructions. [Administrative]	**Medium Unlikely / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				3.12 Check tools before use. Unplug or remove the battery before changing blades or bits. [Administrative] 3.13 Use quieter tools and methods, such as cut-to-size materials, low-noise machines and battery tools. [Substitution] 3.14 Keep noisy plant away from work areas, and use screens or distance between the noise and people. [Engineering (guarding)] 3.15 Keep tools maintained and use mufflers on compressors and generators. [Engineering] 3.16 Limit time on noisy tools and rotate workers. [Administrative]		
4	Hang the door with help, as solid and fire doors are heavy	Lifting and carrying heavy loads Repetitive work and awkward postures	**High Likely / Recordable / lost time**	4.1 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 4.2 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 4.3 Use trolleys, pallet jacks, hoists, vacuum lifters or plant instead of carrying by hand. [Engineering] 4.4 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative] 4.5 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative] 4.6 Rotate tasks and take breaks on long lifting jobs. [Administrative] 4.7 Wear gloves for grip and safety boots to protect your feet. [PPE] 4.8 Use tools that cut the effort: powered screwdrivers, long-handled tools and extension poles for overhead work. [Substitution] 4.9 Set work up at waist height on benches or trestles where you can. [Engineering] 4.10 Use light tools with good grips, and keep blades and bits sharp. [Engineering] 4.11 Rotate tasks and take short breaks every hour on repetitive work. [Administrative] 4.12 Warm up before heavy physical work and report aches and pains early. [Administrative] 4.13 Wear knee pads for kneeling work and gloves for grip. [PPE]	**Medium Unlikely / Recordable / lost time**	Site supervisor
5	Fit locks and closers, test operation and clean up	Injury from power tools Poor housekeeping and waste Rules: 29 CFR 1926 Subpart I	**Medium Possible / Recordable / lost time**	5.1 No loose clothing, jewelry or long hair near spinning parts. [Administrative] 5.2 Wear safety glasses and hearing protection. Do not wear loose gloves on drills or other rotating tools. [PPE] 5.3 Injury from power tools: see step 3 for the full controls [Administrative] 5.4 Order materials to size and send packaging back where	**Medium Unlikely / Recordable / lost time**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				you can. [Elimination] 5.5 Put dumpsters and waste chutes close to the work. [Engineering] 5.6 Clean as you go, and do a full clean up at the end of each day. [Administrative] 5.7 Keep exits, stairs and walkways clear at all times. [Administrative] 5.8 Stack materials neatly on level ground, away from edges. [Administrative] 5.9 Wear gloves when handling waste. [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) Safety glasses (ANSI Z87.1) N95 respirator Hearing protection (earmuffs or plugs) Half-face respirator (P100 cartridges) Coveralls Work gloves Knee pads	None required

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))			
Router		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))			
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))			
Hand tools					

5. TRAINING REQUIRED FOR THIS WORK

- Lead training under 29 CFR 1926.62(l); EPA RRP Certified Renovator for pre-1978 homes and child-occupied facilities; respirator fit test and medical evaluation (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