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	Concrete cutting and core drilling	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Concreting

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Get the engineer's approval for every cut, then scan the slab and mark cables, conduits, reo and post-tension tendons. Never cut or core through a tendon	Electric shock from live wiring Stored energy Hitting underground services Rules: 29 CFR 1926 Subpart K; 29 CFR 1926.651(b) and your state 811 law	**Critical Possible / Fatality**	1.1 Isolate the power before any work. Do not work live. [Elimination] 1.2 Lock out and tag the disconnecting means with your own personal lock and tag so the circuit cannot be energized (29 CFR 1926.417). [Engineering (guarding)] 1.3 Test before you touch: prove dead at the point of work with a tested voltage tester. [Engineering] 1.4 Only qualified persons work on or near exposed energized parts. [Administrative] 1.5 Check for back feeds from solar, batteries and generators that can keep a circuit live after the main switch is off. [Administrative] 1.6 Release or block all stored energy before work: release the pressure in pipes, tanks and hoses, bleed hydraulics, release springs, lower loads. [Elimination] 1.7 Lock out and tag all energy sources with personal locks. [Engineering (guarding)] 1.8 Put mechanical blocks or props under raised parts like buckets, tipper bodies and doors. [Engineering] 1.9 Test that the system is dead and nothing can move before you start. [Administrative] 1.10 Follow the maker's procedure, for example for garage door and roller door springs. [Administrative] 1.11 Keep machine buckets well clear of marked services and use a spotter. [Engineering (guarding)] 1.12 Scan the area with a cable locator before digging and mark services on the ground. [Engineering] 1.13 Hand dig or vacuum excavate to expose services before using a machine near them. [Engineering] 1.14 Call 811 before you dig and wait until all utilities have marked their lines. [Administrative] 1.15 Keep plans or locate tickets on site and check them again if the work area grows. [Administrative] 1.16 Support or protect exposed utilities so they cannot sag or break while the excavation is open (29 CFR	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				1926.651(b)(4)). [Administrative]		
2	Set an exclusion zone, including the floor below for coring, and keep occupants out	Falling tools and materials Public entering the work area Working in an occupied home or building Rules: 29 CFR 1926.501(c)	**High** **Possible / Serious injury**	2.1 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Engineering (guarding)] 2.2 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Engineering] 2.3 Use catch fans, debris netting or covered walkways where people pass below. [Engineering] 2.4 Tether hand tools when working at height. [Engineering] 2.5 Keep platforms tidy. Do not stack materials near edges or above toe board height. [Administrative] 2.6 Fence off the site with secure temporary fencing and lock the gates when you leave. [Engineering (guarding)] 2.7 Give pedestrians a safe, marked path around the work, with ramps for strollers and wheelchairs. [Engineering (guarding)] 2.8 Use hoarding, covered walkways or catch fans where work is above public areas. [Engineering] 2.9 Put signs at each entry: site name, contact number and "No unauthorized entry". [Administrative] 2.10 Make the site safe at the end of each day: cover holes, lower plant, remove ladders and lock tools away. [Administrative] 2.11 Plan noisy, dusty or risky work for when the building is empty. [Elimination] 2.12 Close off the work area with barriers, plastic sheeting or locked doors, and put up signs. [Engineering (guarding)] 2.13 Keep fire exits and paths clear at all times. [Administrative] 2.14 Tell occupants before you turn off power, water or gas, and before noisy or dusty work. [Administrative] 2.15 Lock away tools, chemicals and materials each day, out of reach of children. [Administrative]	**Medium** **Unlikely / Serious injury**	Site supervisor
3	Plan where the water and slurry will go and keep leads off wet ground, using GFCI protection	Electric shock from cords and power tools Slips and trips Rules: 29 CFR 1926 Subpart K	**High** **Possible / Serious injury**	3.1 Use battery-powered tools where you can. [Substitution] 3.2 Use GFCIs on all 120-volt, 15, 20 and 30 amp temporary receptacles, or a written assured equipment grounding conductor program run by a competent person with recorded tests (29 CFR 1926.404(b)(1)). [Engineering] 3.3 Keep cords off the ground and out of water, using stands or hooks. [Engineering] 3.4 Check cords, plugs and tools before every use. Tag out and remove anything damaged. [Administrative] 3.5 Do not use tools in rain or wet areas unless they are rated for it. [Administrative] 3.6 Wear safety boots and dry gloves. [PPE] 3.7 Plan walkways and keep them clear of materials, hoses and leads. [Elimination] 3.8 Run cords and hoses overhead on hooks or stands, or along walls, not across walkways. [Engineering]	**Low** **Rare / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				3.9 Fill or cover holes, and lay boards or mats on muddy access paths. [Engineering] 3.10 Clean up offcuts, packaging and spills as you go, not at the end of the day. [Administrative] 3.11 Keep work areas, stairs and access paths well lit. [Administrative] 3.12 Wear safety boots with good grip, laced up. [PPE]		
4	Check the blade or bit, guard and water feed before starting	Saw cuts and kickback Injury from power tools Rules: 29 CFR 1926 Subpart I	**High Possible / Serious injury**	4.1 Keep blade guards fitted and working, and use the riving knife on table saws. [Engineering] 4.2 Use push sticks and clamps, and support long pieces so they do not pinch the blade. [Engineering] 4.3 Use a sharp, undamaged blade made for the material. [Administrative] 4.4 Stand to one side of the blade line, out of the kickback path. [Administrative] 4.5 Let the blade stop fully before reaching in or putting the saw down. [Administrative] 4.6 Wear safety glasses, hearing protection and close-fitting clothes. [PPE] 4.7 Keep all guards fitted and working. Never tie back or remove a guard. [Engineering] 4.8 Clamp or secure the work piece. Do not hold it by hand. [Engineering] 4.9 Only trained, competent people use power tools, following the maker's instructions. [Administrative] 4.10 Check tools before use. Unplug or remove the battery before changing blades or bits. [Administrative] 4.11 No loose clothing, jewelry or long hair near spinning parts. [Administrative] 4.12 Wear safety glasses and hearing protection. Do not wear loose gloves on drills or other rotating tools. [PPE]	**Medium Unlikely / Serious injury**	Site supervisor
5	Fix the core drill rig with an anchor or vacuum base so it cannot spin	Injury from power tools Lifting and carrying heavy loads Rules: 29 CFR 1926 Subpart I	**High Likely / Recordable / lost time**	5.1 Injury from power tools: see step 4 for the full controls [Administrative] 5.2 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 5.3 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 5.4 Use trolleys, pallet jacks, hoists, vacuum lifters or plant instead of carrying by hand. [Engineering] 5.5 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative] 5.6 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative] 5.7 Rotate tasks and take breaks on long lifting jobs. [Administrative] 5.8 Wear gloves for grip and safety boots to protect your feet.	**Medium Unlikely / Recordable / lost time**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				[PPE]		
6	Cut with water suppression or extraction, never dry cut. Indoors, use electric or hydraulic saws; never run petrol saws or generators inside (carbon monoxide)	Silica dust from concrete, brick, stone and tiles Saw cuts and kickback Loud noise Hand-arm and whole-body vibration Rules: 29 CFR 1926.1153; 29 CFR 1926 Subpart I; 29 CFR 1926.52	**Critical Likely / Fatality**	6.1 Order materials cut to size, or use low-dust methods such as score and snap or a block splitter. [Substitution] 6.2 Cut outdoors or in a separate area, with other people well away and upwind. [Engineering (guarding)] 6.3 Use wet cutting or on-tool dust collection with a HEPA vacuum, as set out in Table 1 of 29 CFR 1926.1153. [Engineering] 6.4 Clean up with a vacuum or wet methods. Never dry sweep or use compressed air. [Administrative] 6.5 Have a written exposure control plan and a competent person for silica (29 CFR 1926.1153). [Administrative] 6.6 Workers who must wear a respirator 30 or more days a year get a free medical exam every 3 years (29 CFR 1926.1153(h)). [Administrative] 6.7 Saw cuts and kickback: see step 4 for the full controls [Administrative] 6.8 Use quieter tools and methods, such as cut-to-size materials, low-noise machines and battery tools. [Substitution] 6.9 Keep noisy plant away from work areas, and use screens or distance between the noise and people. [Engineering (guarding)] 6.10 Keep tools maintained and use mufflers on compressors and generators. [Engineering] 6.11 Limit time on noisy tools and rotate workers. [Administrative] 6.12 Use low-vibration tools and methods, such as a breaker on an excavator instead of a hand jackhammer. [Substitution] 6.13 Keep tools sharp and well maintained, and use anti-vibration handles and seats. [Engineering] 6.14 Limit trigger time on high-vibration tools and rotate workers. [Administrative] 6.15 Keep hands warm and dry, and take regular breaks. [Administrative]	**Medium Unlikely / Serious injury**	Site supervisor
7	Support cut pieces and cores so they do not drop or pinch the blade	Lifting and carrying heavy loads Falling tools and materials Structural collapse during alterations Rules: 29 CFR 1926.501(c)	**High Likely / Recordable / lost time**	7.1 Lifting and carrying heavy loads: see step 5 for the full controls [Administrative] 7.2 Lower materials with a hoist, chute or rope. Never throw or drop anything down. [Administrative] 7.3 Wear a hard hat anywhere objects could fall. [PPE] 7.4 Falling tools and materials: see step 2 for the full controls [Administrative] 7.5 Get an engineer to check before removing any wall, beam, post or bracing that may be load-bearing. [Elimination] 7.6 Keep everyone clear of the area under and next to the work. [Engineering (guarding)] 7.7 Install temporary props, needles or shoring as designed before removing any support. [Engineering]	**Medium Unlikely / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				7.8 Follow the engineer's sequence. Do not change it without approval. [Administrative] 7.9 Check props daily. Do not remove them until the permanent support is in and approved. [Administrative]		
8	Cover or guard new holes, vacuum slurry and clean up	Falling through a floor opening or void Poor housekeeping and waste Slips and trips Rules: 29 CFR 1926 Subpart M	**Critical Possible / Fatality**	8.1 Cover every hole with a secured cover marked "HOLE" or "COVER" that can hold twice the weight it may carry. [Engineering (guarding)] 8.2 Put guardrails with toe boards around stairwells, elevator shafts, floor holes and open edges. [Engineering (guarding)] 8.3 Install stairs early and fit temporary handrails as soon as they go in. [Engineering] 8.4 Never remove a cover or guardrail without approval. Put it back straight away. [Administrative] 8.5 Inspect covers and barriers daily and after other trades have been through. [Administrative] 8.6 Order materials to size and send packaging back where you can. [Elimination] 8.7 Put dumpsters and waste chutes close to the work. [Engineering] 8.8 Clean as you go, and do a full clean up at the end of each day. [Administrative] 8.9 Keep exits, stairs and walkways clear at all times. [Administrative] 8.10 Stack materials neatly on level ground, away from edges. [Administrative] 8.11 Slips and trips: see step 3 for the full controls [Administrative]	**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) N95 respirator Work gloves Hard hat (ANSI Z89.1) High-visibility safety apparel, ANSI/ISEA 107 Class 2 or 3 (Type R near roadways) Half-face respirator (P100 cartridges)	Lockout/tagout (1926.417)

4. PLANT AND EQUIPMENT

Plant / equipment	License or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Concrete saw (cut-off saw)					
Core 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))			
Portable generator					
HEPA vacuum		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))			

5. TRAINING REQUIRED FOR THIS WORK

- Qualified person training for work on or near exposed energized parts (29 CFR 1926.416, NFPA 70E)
- Silica training on the exposure control plan and Table 1 controls (29 CFR 1926.1153(i)); respirator fit test and medical evaluation (29 CFR 1910.134)
- Fall protection training by a competent person, with a written certification record (29 CFR 1926.503)

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