



JOB SAFETY ANALYSIS

- Using battery-powered tools -

Applicable to Track maintenance section **Number:** _____

Training Required: No specific training required. Volunteer/s to indicate awareness and application of necessary safety precautions.

Relevant Procedures or Guidelines: Bibbulmun Track Foundation "Use of Battery-powered Tools by Sectional Volunteers: Induction Procedure"

Job breakdown List the main steps involved in the job	Potential hazards Identify the hazard associated with each step	Initial risk rating Assign each hazard a risk rating using the matrix below	Control measures Try to eliminate the hazard, if that is not possible use substitution, engineering, isolation and administrative controls	Revised risk rating Reassess the risk now controls are in place
Using power tools (battery powered)	Burn or injury due to electrical or mechanical fault.	L	<ul style="list-style-type: none"> Inspect each equipment item before use. Do not use if equipment shows signs of damage or deterioration. Read User Manual 	L
	Noise	M	<ul style="list-style-type: none"> Wear hearing protection Those not involved in job to keep clear 	L
	Dust, eye injury	M	Wear PPE: <ul style="list-style-type: none"> Dust mask Safety glasses 	L
	Hand injury	M	Wear PPE: <ul style="list-style-type: none"> Gloves Follow manufacturer's safety recommendations 	L
	Strain or impact injury	M	<ul style="list-style-type: none"> Use only as recommended by manufacturer Work at safe pace. Rest regularly and, if possible, rotate with other volunteers. 	L
	Slips, trips & falls	M	<ul style="list-style-type: none"> Be vigilant... "If you see if you own it" Practice good housekeeping to ensure work area is clear of hazards 	L
	Fatigue	M	<ul style="list-style-type: none"> Drink water regularly, add Staminade or similar Take regular breaks and take your time 	L



PPE Required:

 Head Protection	 Ear Protection	 Safety Glasses	 Protective Clothing	 High Vis Clothing/Vest	 Hand Protection	 Foot Protection	 Breathing Protection
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

All personnel involved in the job need to write and sign their name below to confirm they have read, understood and agree to the instructions outlined in this JSA.

Full Name	Signature	Date

Full Name	Signature	Date

RISK MATRIX

Use the matrix below to determine a risk rating for each hazard involved in the job.

Likelihood	Consequence				
	Insignificant No treatment required; <\$10,000 damage.	Minor First aid treatment required; ≥\$10,000 to <\$50,000 damage.	Moderate Medical treatment required; ≥\$50,000 to <\$250,000 damage.	Major Extensive injuries; permanent disability or impairment; ≥\$250,000 to <\$1 million damage.	Catastrophic Loss of life; ≥\$1 million damage.
Very likely The event is expected to occur in most circumstances; more than once per year.	MEDIUM	HIGH	EXTREME	EXTREME	EXTREME
Likely The event will probably occur in most circumstances; at least once per year.	LOW	MEDIUM	HIGH	EXTREME	EXTREME
Possible The event should occur at some time; at least once in 3 years.	LOW	MEDIUM	HIGH	HIGH	EXTREME
Unlikely The event could occur at some time; at least once in 5 years.	LOW	LOW	MEDIUM	MEDIUM	HIGH
Highly unlikely The event may occur only in exceptional circumstances; less than once in 5 years.	LOW	LOW	LOW	LOW	MEDIUM

Risk Rating

Low

Medium

High

Extreme

Risk Acceptance Criteria

Risk acceptable.

Risk may be acceptable with adequate controls.

Risk only acceptable with effective controls.

Risk not acceptable. Implement effective controls and seek approval from manager or supervisor before undertaking task.

In cases where it is not possible to reduce the risk rating to *low*, it is important to ensure effective controls are in place to reduce the risk as much as is reasonably possible.

CONTROL THE RISK

Try to control the hazard by:

- Eliminating it
- Finding a safer alternative
- Isolating the hazard from people using barriers or guards
- Considering relevant policies, guidelines and procedures, training requirements, signage and communication
- Using PPE

Use as many controls as you feel is necessary to effectively reduce the risk of injury.

Consider whether the controls:

- Could introduce any new hazards
- Would reduce the risk injury