



LOUISIANA REFINING DIVISION


Job Safety Analysis

Company: _____	Date: _____	Job Scope / Task Description: _____	
Prepared by: _____	Time: _____		
Reviewed by: _____		Unit / Area: _____	
Permits Required: _____		Muster Location: _____	Permit #: _____

Pre-Job Preparation	Authorization to STOP Work
1. Complete the JSA 2. Complete / Obtain permit (if applicable) 3. Review JSA with entire crew	As an employee or contractor of LRD, YOU have the authorization, without fear of reprimand or retaliation, to immediately STOP any work activity that presents a danger to you, a co-worker, or the public; get involved, question and assist in rectifying any situation that is identified as not being in compliance with LRD safety and health policies; to report any unsafe conditions or acts to LRD supervision and to question any activity that you believe presents a risk to the safety and health of personnel.

Work Permit	Tools / Equipment Required for Task	
1. Work Scope reviewed with all personnel? [] 2. Work is Invasive? [] RAM Score: _____ 3. Joint Jobsite Visit conducted at work site. [] 4. Required PPE is present. [] 5. Hot Work precautions implemented? [] 6. Confined Space precautions implemented? [] 7. Atmospheric monitoring has been conducted? [] 8. Required signatures are present? []	<i>Every tool must be inspected by the user prior to use.</i> [] Hand Tools [] Electric Power Tools [] Gas Power Tools [] Hydraulic Power tools [] Air Power Tools [] Manual Hoist equipment [] Powder Actuated [] Portable ladder / stairs [] Chains / Slings [] Rigging Equipment [] Aerial/Scissor lift [] Fire extinguisher [] Other	1. Any employees in the crew on the job for the first time? Yes: [] No: [] 2. If yes, has the work scope, hazards, and procedures related to the job been reviewed with them? Yes: [] No: [] 3. Does the employee understand the scope of work, hazards, and procedures? Yes: [] No: []

Critical Safety Questions	
1. Is the equipment properly prepared and has LOTO (and try) been completed? 2. Do I have clear access and egress? Is the worksite free of any obstructions? 3. Am I doing anything that has the potential to cause a sprain or strain? 4. Will I be working alone or with others as a team?	5. Is there other work in the area that may affect me? 6. What is my means of communication with others? 7. Do I know where to go and what to do in case of an emergency? 8. Is there a potential for a spill or a release to the environment?

SLAM			
	STOP Before doing any job, STOP to look for hazards! LOOK Look for hazards in plain view! Look for hazards that may be hidden! Look to see if your work will affect others!	ANALYZE What hazards are present in the work area? What hazards will be present when I do this job? Will the job involve LIFE CRITICAL hazards? What could go wrong and cause an injury to me or others?	MITIGATE Do I need A Safe Work Permit for this job? Do I have the correct tools/equipment to perform the job safely? Do I have the correct PPE to perform this job safely? Do I need to take other actions to prevent an injury or incident?

STOP		
LOOK at the Task	ANALYZE Potential Hazards	MITIGATE Hazards
<i>What are the steps for this task?</i>	<i>What are the potential hazards I could encounter?</i>	<i>How can I eliminate or control the hazards?</i>
Crew Signatures of Acknowledgement <i>By signing this section I have reviewed and understand the Job Task, Potential Hazards, and how to Mitigate the Hazards. I understand the assigned responsibilities.</i>		
1)	6)	11)
2)	7)	12)
3)	8)	13)
4)	9)	14)
5)	10)	15)
Post Task Review <i>Identify any unforeseen hazards or incidents encountered while performing the task, and discuss the corrective actions.</i>		
Job Close Out		
Were there any incidents, injuries or near-misses that occurred?	Do you recommend this form be retained for similar tasks in the future?	Do you recommend that the LRD Safety Department review this task?
[] Yes [] No	[] Yes [] No	[] Yes [] No



Job Safety Analysis Notebook

Rite in the Rain®



Job Safety Analysis

Date: _____

Job Scope: _____

Job Location: _____

Work Order Number: _____

ANALYZE Potential Hazards:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Hazard MITIGATION:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Employee Signatures

[illegible]