



TERALBA COLLIERY

JOB SAFETY ANALYSIS - (JSA)

HSEC FRM 1.02.2

Chred [initials]

Job Safety Analysis - JSA

Teralba Colliery

HSEC FRM 1.02.2

STEP 1. Work Details

Description of Work: TEST FIT Oiler to NO1 SHAFT TAIL ROPE.		Reviewed
Location: CS 119.		Actioned
Company: Nareena		Filled
Teralba Representative: Bill Costello	Date: 28/11/08	
	Work Team Leader: Bill Costello	
	Anticipated Duration: 4 hrs	

Hierarchy of Controls

1. **Elimination**- Do not perform the task in the same way
2. **Substitution**- Find a less hazardous alternative
3. **Isolation**- Consider all energy sources
4. **Engineering Controls**- Redesign plant or equipment
5. **Administration Controls**- e.g. Safe Work Procedures, signage
6. **Personal Protective Equipment**- Wear appropriate equipment

Place a ☒ in the box to indicate all applicable types of work/conditions. Place an "X" in all boxes of not applicable work/conditions. No boxes may be left unmarked.

<input type="checkbox"/> Non-Routine Task	<input checked="" type="checkbox"/> Electrical/Mechanical Trade Work	<input checked="" type="checkbox"/> Work involving Surveying, Plans, Drawings
<input checked="" type="checkbox"/> Abnormal Environment	<input checked="" type="checkbox"/> Air/Electric Powered Hand Tools	<input checked="" type="checkbox"/> Scaffolding / Working at Heights
<input checked="" type="checkbox"/> High Wind / Wet Conditions	<input checked="" type="checkbox"/> Critical Systems Impairment	<input checked="" type="checkbox"/> Sentry Control
<input checked="" type="checkbox"/> Covered/Tarped Work	<input checked="" type="checkbox"/> Grit Blasting / Spray Painting	<input checked="" type="checkbox"/> Safe Zones Around Mobile Equipment
<input checked="" type="checkbox"/> Light/Dark Conditions	<input checked="" type="checkbox"/> Hoisting/Lifting Work/Forklift Operation	<input checked="" type="checkbox"/> Manual Handling
<input checked="" type="checkbox"/> Special Skills/ Workers Restricted Authority	<input checked="" type="checkbox"/> Restricted Access/Barrier Control/Sign Posting	<input checked="" type="checkbox"/> Mobile Welder/ Low Voltage Generator
<input checked="" type="checkbox"/> Traffic Control/Road Repair	<input checked="" type="checkbox"/> Conveyor Belt Repair	<input checked="" type="checkbox"/> Testing/Measuring Meters or Equipment
<input checked="" type="checkbox"/> Specialised Equipment	<input type="checkbox"/> Earth Machinery Operations	<input checked="" type="checkbox"/> Use of Communication Equipment
<input checked="" type="checkbox"/> Fire Control / Detection / Suppression / Etc.	<input checked="" type="checkbox"/> Methane Drainage Related Work	<input checked="" type="checkbox"/> Use of Non Teralba Vehicles On Site
<input checked="" type="checkbox"/> First Aid Control	<input checked="" type="checkbox"/> Clean Up Work/Off Site Disposal Work/ Dam Cleaning	<input checked="" type="checkbox"/> Uneven/ Sloping Ground
<input checked="" type="checkbox"/> Energy Isolation	<input checked="" type="checkbox"/> Dangerous Chemicals / Haz Substance Work	<input checked="" type="checkbox"/> Hot Work / Work with Compressed Gasses
<input checked="" type="checkbox"/> Explosives/Explosive Powered Tools	<input checked="" type="checkbox"/> Importation of Products for Storage/Disposal at Site	<input checked="" type="checkbox"/> Work in a Harness / EWP

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Teralba Colliery

Job Safety Analysis - JSA

STEP 2. JSA – Procedure

The work should be documented broken down into a minimum 3 steps, 1) Preparation, 2) Actual Task, and 3) Job Completion

Note: If a change/s occurs to the work scope and/or personnel after this JSA initial writing up, a hazard reassessment must be done and required changes documented on this JSA and communicated to the work party by the Working Team Leader

ACTIVITY	POTENTIAL HAZARDS	CONTROL	RESPONSIBILITY
Break down the job into steps. Each step should accomplish some major task and be logical.	Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident.	Using the first two columns as a guide and the Hierarchy of Controls, decide what actions are necessary to eliminate or minimise the hazards that could lead to an incident, injury or occupational illness.	Determine who is the responsible person for carrying out /checking the action/control.
Preparation Steps – including planning, work site preparation, access and egress, material and equipment requirements and movement / transportation etc.			
ISOLATION TAGS OR AND LOCKS.	UNPLANNED MOVEMENT OF NOI CAUSE INJURY OR DEATH.	ISOLATION PROCEDURE IN PLACE	ALL
INSPECT SAFETY GEAR, TOOLS & EQUIPMENT.	INJURY CAUSED BY FAULTY OR UNSERVICEABLE EQUIPMENT	VISUAL INSPECTION TAGGED AND IN DATE EQUIPMENT.	ALL
NOTIFICATION OF USE OF NOI SHAFT.	DAMAGE CAUSED BY INTENDED USE OF NOI SHAFT BY OTHER USER.	ENSURE NOTICE OF INTENDED ISOLATION GIVEN TO ALL DEPTS. NOMINATED NEW /ST	ALL.

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Preparation Steps – including planning, work site preparation, access and egress, material and equipment requirements and movement / transportation etc.			
CONFINED SPACE PERMIT FOR CS119	ENTERING HAZARDOUS AREA UNNOTICED AS CS. COULD CAUSE INJURY OR DEATH.	PERMIT SYSTEM IN PLACE AT TERALBA CORRECTLY COMPLETED	ALL.

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STEP 2 JSA - Procedure cont...

ACTIVITY	POTENTIAL HAZARDS	CONTROL	RESPONSIBILITY
Actual Task Steps – For the actual job required			
DELIVER ALL GEAR + SAFETY EQUIPMENT TO NO1 SHAFT SEAM LEVEL USING NO1 SHAFT.	BACK STRAIN OR SPRAIN IF TRANSFERRING GEAR VIA NO2 SHAFT.	USE NO1 SHAFT CAGE.	ACC ✓
TEST COMMUNICATION POSITION NO1 SHAFT ON SURFACE IN DOCK, AND ISOLATE.	UNABLE TO CONTACT UNPLANNED MOVEMENT OF NO1 SHAFT DURING ACCESS TO CS119.	RING OUT. CORRECT ISOLATION PROCEDURES.	BSJ ✓
TEST RUN MERR FAN AND CHECK TRUNK.	NOT ABLE TO USE FORCED VENTILATION IF REQ'D	TEST RUN FAN.	BSJ
POSITION DAVIT RESCUE SYSTEM ONTO BASE.	UNABLE TO EXTRICATE INJURED PERSON FROM CS119	PLACE DAVIT INTO POSITION AS PER PERMIT.	BSJ

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STEP 2 JSA - Procedure cont...

ACTIVITY	POTENTIAL HAZARDS	CONTROL	RESPONSIBILITY
Actual Task Steps - For the actual job required			
ENTER CS119 VIA CONDITIONS OF PERMIT.	FALL UNCONSCIOUS INTO WATER AT THE BOTTOM OF THE CS119 SUMP	AS STATED IN PERMIT. NOTE: LANYARD ATTACHED TO OCCUPANT OF CS119 TO PREVENT HIM COLLAPSING AND FALLING ALL THE WAY TO THE SUMP.	AC SP
LOWER THE ROPE OILER TO THE FIRST LANDING.	BACK STRAIN DUE TO LOWERING.	USE CORRECT LIFT TECHNIQUES	BT
FEST FIT THE OILER TO THE TAIL ROPE OF NO1 SHAFT CAGE.	BACK STRAIN DUE TO LIFTING. FALL DUE TO SLIPPERY WALKWAY OR UNTIDY WALKWAY	CORRECT LIFT TECHNIQUE. ENSURE HOUSEKEEPING OF WALKWAY TO A STANDARD THAT PREVENTS FALL.	AC SP
NEW PULLEY INSTALLED	NEW NUMBER	COMMONKIND	308
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STEP 2 JSA - Procedure cont...

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STEP 3 JSA - Sign On

As the Working Team Leader, I have assessed the contents and purpose of this JSA and have made any required changes to enable the JSA to be used in controlling the work to be performed. If a change occurs to the work scope or personnel, I will stop work and communicate the changes to the work party and ensure all members of the work party are aware of their responsibilities. I will manage the work party so as to have only persons who have indicated they have been assessed as competent to perform their tasks as detailed in this JSA. Should there be a significant change in either the Task or the Environment I will communicate with the Teralba Rep prior to carrying out work in that area affected

Work Team Leader:

Signed:

NAME	SIGNATURE	NAME	SIGNATURE	NAME	SIGNATURE
S PRIEST	[Signature]				
B JAMES	[Signature]				

STEP 4 Teralba Colliery Representative AUTHORITY TO WORK UNDER THIS JSA

☒ the required Permits/Forms. Place an "X" in all boxes for Permits/Forms initially identified as not applicable to the job.

☒ Controlled Work Environment☒ Confined Space☒ Radiation☒ Hand Held Grinding/ Cutting☒ Hot Work☒ Excavation☒ Floor/Handrail Removal☒ Scaffolding☒ Complex Lifting☒ Working At Heights☒ Building Works☒ Methane Drainage☒ Hazardous Chem/ Dangerous Goods☒ Hi Voltage Isolation (above 1000v)☒ Group/Complex Isolation☒ Critical Systems Impairment☒ Environmental Form 3☒ Environmental Form 4☒ Power on/Energy present task☒ Live testing

I WILL VISIT THE WORK AREA AND COMMUNICATE ANY SAFETY AND OPERATIONAL REQUIREMENTS TO THE RESPONSIBLE PERSONS PRIOR TO WORK:

YES ☒NO ☐

I have read this JSA, and have informed the working team leader his responsibilities with regards to his role and any above required permits are to be obtained prior to work within that scope identified and authorise the use of this JSA in conjunction with the above identified permits/forms. Including any comments/instructions listed below.

Name (Teralba Representative):

Position:

Signature:

Date: 28/11/08

Comments/Instructions:

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This checklist should be completed for all work at the end of each work period ie; end of shift, day, or completed on the Contractor Work Authority or Work Permit form (section 9) at the completion of the work.

	Day 1			Day 2			Day 3			Day 4			Day 5			Day 6			Day 7		
STEP 5- Job Completion Checklist	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A
1. Has the job been completed?		✓																			
2. Has all work equipment, tools, signage, spills and rubbish been removed from the work area?		✓																			
3. Have all guards, valves and controls been returned to an operational condition?		✓																			
4. Have all , tags and/or locks been removed?	✓																				
5. Have all Permits issued been closed?	✓																				
6. If equipment or plant is unable to be returned to service, has an "Out of Service Tag" been placed?			✓																		
7. Where appropriate, has a pre-operational test of equipment or plant been completed?	✓																				
8. Has the relevant Supervisor been notified of the job status and have completed permits, tags and locks been handed in?	✓																				
9. Have all persons working under this Authority signed off?	✓																				
10. Will JSA's/ Risk Assessments be completed and returned to the Contractor Coordinator or Supervisor at the completion of work?	✓																				
Place your signature and date in the space provided against the relevant day	Bill 29/11																				