# Overview:

A **Job Safety Analysis** identifies hazards associated with each step of any job or task that has the potential to cause serious injury, determines how to control the hazards, produces a written tool that can be used to train other staff, and meets Cal/OSHA training requirements by developing procedures and work rules that are *specific for each job or task*. **For more information, see:** [**Job Safety Analysis Fact Sheet**](https://ehs.berkeley.edu/sites/default/files/job-safety-analysis-fact-sheet.pdf).

# Instructions:

Use the blank JSA template and instructions below to create a Job Safety Analysis. It is likely that each item written down will change in sequence or be re-defined during the process. To update the header and footer, double click in the dark blue sections at the top or bottom of a page and make your updates. You must make the changes to the header and footer on both the first page AND on any page other than the first page (e.g. the second page).

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| --- | --- | --- |
| 1. **Using alligator clips to hook up meters** (Example: CPS meters) to a pulsed for calibration.
 | * 1. **Electrical shock.**
 | * + 1. **Wear latex gloves** while hooking up meter to pulsed for insulation against shock.
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|  |  | * + 1. **Make sure both the meter and the pulsed are off** while hooking up the meter to the pulsed and while disconnecting the alligator clips.
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|  |  | * + 1. **Do not touch the clips while the pulsed is on.**
 |
|  |  | * + 1. **Hook up the positive wire to the positive contact and the negative wire to the negative contact.**
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| 1. **Using soldering iron for electrical repair.**
 | * 1. **Burns from hot soldering iron or solder.**
 | * + 1. **Make sure to replace the soldering iron onto its holder after each use.**
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|  |  | * + 1. **Prepare a work space** that allows for unobstructed access to the iron and holder.
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|  |  | * + 1. **Avoid contact with dripping solder.**
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|  |  | * + 1. **Avoid contact with the tip of the soldering iron** regardless of whether or not the iron is hot.
 |
|  | * 1. **Fire hazard.**
 | * + 1. **Never leave the hot iron unattended.**
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|  |  | * + 1. **Remove combustibles from the immediate work area.**
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|  | * 1. **Chemical hazard from ingestion or inhalation.**
 | * + 1. **Perform the soldering work in a well-ventilated area.**
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|  |  | * + 1. **Refer to the Material Data Safety Sheet** for solder for any other precautions.
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| **Required Training:** 1. Meter calibration training (with Radiation Safety staff)
2. Meter Repair training from either Radiation Safety an outside vendor (example: Ludlum)
3. Radiation Safety RAM User Training

**Required Personal Protective Equipment (PPE):**Latex gloves **Additional Guidance:** Material Safety Data Sheet for solder  |