

Job Safety Analysis

Company Name:	Southern Cross Farms Managed Property	JSA No.	(WO c) Drill - Hand held	
Site Location:	All Southern Cross Farms managed properties	Permit to work requirement:		Yes
Date:	22/01/2015	Induction by Farm Manager		
Contractor:		Approved by:	Peter Morrish	
Activity:	To ensure the Hand Held Drill is operated in a safe manner to minimise the risk of injury to the operator			

Activity List the task required to perform the activity in the sequence they are carried out.	Hazards Against each task list the hazards that could cause injury when the task is performed.	Risk Level	Risk Control Measures List the control measures required to eliminate or minimise the risk of injury arising from the identified hazard	Residual Risk Level
Operation	Steel shavings Broken drill bit Jamming (damage hands/wrist)	21	Wear appropriate PPE Safe Operation	5
Operation	Electrocution	21	Pre operation, check of electrical cords, include test & tag date.	5



Standard Operating Procedure

(WO c) Drill - Hand held



PURPOSE:

To ensure the Hand Held Drill is operated in a safe manner to minimise the risk of injury to the operator

SUPPORTING JSA's/SOP's & DOCUMENTS:

SC Farms HR Policy and Policy & Procedures Manual Operators Manual

PERSONAL PROTECTION EQUIPMENT (PPE) REQUIRED:

Workboots Ear Protection Eye Protection Hi Vis Clothing

CERTIFICATES, LICENCES OR TRAINING REQUIRED TO OPERATE:

Induction by Farm Manager

PROCEDURES:

1. Ensure lead is tagged & in good working order.
2. Ensure drill is safe to use & in good working order
3. Adjust chuck putting in appropriate drill bit
4. Once drill bit is in, tighten up check bit with chuck key
5. Plug into power source.
6. Pull trigger, commence drilling with both hands.
7. Hold drill firmly.
8. Avoid wearing loose clothing.