

## 2.1 PROTOCOL FOR JOB SAFETY ANALYSIS AND RESPONSE FORMS

### Overview

To ensure the safety of field staff, a job safety analysis (JSA) is a very important component of any work plan. The JSA identifies what work will take place, lists all of the potential hazards that could be encountered during the work, and details the measures necessary to avoid or mitigate the hazards. All staff undertaking sampling duties should be properly trained for the situations that they may encounter (driving trucks, handling boats, sampling on ice, cold weather survival training including hypothermia and heat stress, first-aid, etc.) and be supervised.

### Sources

Environment Canada and B.C. WLAP (2005 (c)), Alberta Environment (2006), Environment Canada (2006 (b)), Environment Canada (2007)

### At a glance

**1** The JSA includes a list of the personal protection equipment required for each component of the field sampling such as driving to the worksite, ATV loading/unloading and access to remote sites, boat loading/unloading and operation, and specific sampling methods.

*emergency  
response  
plan*

**2** An additional component of the JSA is an emergency response plan (ERP), which contains all of the necessary information should an emergency situation arise. This includes contact numbers for all persons involved with the project, local emergency contact numbers (EMS, police, fire), hospital contact numbers and evacuation route(s), and any other information necessary for an emergency situation. Field operators are encouraged to report and rectify any safety issues that they encounter in the course of their normal duties. In the event of an injury, field operators must fill in the appropriate accident reporting form for their jurisdiction.

*daily  
check-in  
time*

**3** A component of the ERP is a check-in time where the field crew will check in with a project manager on a daily basis to confirm their safety and the progress of the work. If this contact is not made, the project manager would initiate emergency measures.

*daily  
meetings*

**4** Daily meetings should be held to detail the work to be completed during the course of the day and allow the opportunity for all crew members to discuss any issues, concerns or improvements to the safety of the sampling program.