



NTNU	Safe Job Analysis (SJA) - chemicals and hazardous substances	prepared by	Number	Date	
		HSE section	HMSRV2607	29.03.11	
HMS		Approved by	Page	Replaces	
		Rector	1 of 2		

SJA title:	
Date:	Location:
- Tick for completed checklist: <input type="checkbox"/>	

Participants:		
Responsible for SJA:		

Work description: (What and how?)

Risks associated with the work:
(Chemical hazards,- see Safety Data Sheet sections 2 and 7 for guidelines)

Protection/safety measures: (HSE factors – see the next page)
(See Safety Data Sheet Section 8 for guidelines)

Waste management: (See Safety Data Sheet Section 13 for guidelines)

Conclusion/comment:

Recommendation/ approval:	Date/Signature:	Recommendation/ approval:	Date/Signature:
Person conducting SJA:		Person responsible for the room:	
		Advisor:	

HSE aspect	Yes	No	Not	Comments/measures	Respons
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			applica ble		ible.
Documentation, experience, competence					
Has a written risk assessment of the activity/lab been completed? Record the date					
Similar work operation/task?					
Knowledge about experience/adverse events from the corresponding operations/tasks? – ask advisor					
Have you received training from the person responsible for the equipment/instrument? Record the date					
Communication and coordination					
Handling of potential event (alarm, evacuation)?					
Requirements for further guidance/Lone worker alarm?					
Workplace					
Is the workplace tidy and orderly?					
Protective equipment in accordance with NTNU's laboratory and workshop handbook?					
Lighting, ventilation/exhaust system?					
Use of lift/harness/straps?					
* Ionizing radiation?					
Emergency exits OK?					
Chemical hazards					
Use of hazardous/toxic/corrosive chemicals/gases?					
Use of flammable or explosive chemicals/gases?					
Has substitution of the chemical been considered?					
Chemical/gas registered in EcoOnline?					
Biological materials?					
Dust/asbestos?					
Mechanical hazards					
Stability/strength/tension?					
Crush/cut/impact?					
Noise/pressure/temperature?					
Are special tools needed?					
Electrical hazards					
Current/voltage/over 1000V?					
Shock/leakage current?					
Loss of power supply?					
Site					
Need for inspection?					
Labelling/signs/barriers?					
Environmental impact?					
Other					