

# Reach

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C R A N E  
T R U C K S

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**JSEA**  
**Job Safety Environment Analysis**  
**Loading and Unloading**

# JSEA Driver Loading & Unloading

## (including Crane Operation and HIAB use)

The JSEA Driver Loading and Unloading Checklist enables you to review hazard exposures to the Job/task within the work activity and environment. The JSEA process works hand in hand with Risk Assessments. Safe Work Method Statements and the Reach Crane Trucks Drivers Loading and Unloading Manual Guide Book.

**Step 1.** Lists the types of hazards. Ticking a box with a **YES** response identifies all hazard controls have previously been considered in SWMS and controls implemented. Ticking the **NO** box means the issues have not been considered for the Job/task about to be performed.

**Step 2.** Ticking a control solution identifies the control solution to be used. A ticked response **YES** or **NO** identifying if the hazard/risk is now controlled or uncontrolled.

Topic..... Date .....

Job Location..... Customer .....

Step 1 Topic	Hazard Controlled		Step 2 Control solutions	Y	Step 3 Task Safe	
	Y	N			Y	Y
<b>Traffic/ Pedestrians</b>						
Roadways	<input type="checkbox"/>	<input type="checkbox"/>	Physical Barriers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vehicles/cyclists	<input type="checkbox"/>	<input type="checkbox"/>	Qualified Traffic Controller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Walkways/pedestrians	<input type="checkbox"/>	<input type="checkbox"/>	Traffic signs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Equipment working in area	<input type="checkbox"/>	<input type="checkbox"/>	Physical separation of activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Blind corners	<input type="checkbox"/>	<input type="checkbox"/>	Roadwork/warning signage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Positioning or moving Crane / Vehicle	<input type="checkbox"/>	<input type="checkbox"/>	Traffic control plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hooks have safety clip and fit for purpose	<input type="checkbox"/>	<input type="checkbox"/>	Regular inspections & testing, safety gate functions correctly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	Barrier mesh/tape/Bunting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Ground/site Conditions/obstructions</b>						
Unstable, uneven, slippery ground surfaces	<input type="checkbox"/>	<input type="checkbox"/>	Assess ground conditions by a competent person (if required)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wet or waterlogged ground conditions	<input type="checkbox"/>	<input type="checkbox"/>	Crane/vehicle is on FIRM LEVEL ground	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waterways/drainage nearby	<input type="checkbox"/>	<input type="checkbox"/>	Fully extend outriggers/stabilisers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trenches/Backfilled ground	<input type="checkbox"/>	<input type="checkbox"/>	Suitable packing used under outriggers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trees/Flora	<input type="checkbox"/>	<input type="checkbox"/>	Set up a cranes nearest outrigger to the trench, as far away from the trench, as the trench is deep	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Buildings	<input type="checkbox"/>	<input type="checkbox"/>	Relocate position of Crane/Truck if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bridges	<input type="checkbox"/>	<input type="checkbox"/>	Use a tag line	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other overhead obstructions	<input type="checkbox"/>	<input type="checkbox"/>	Use a Spotter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	Obtain authority to trim trees/flora if trimming is required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	Use track mats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Services						
Underground services	<input type="checkbox"/>	<input type="checkbox"/>	Local power lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overhead services	<input type="checkbox"/>	<input type="checkbox"/>	Locate and mark all service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Live aerial conductors (power lines)	<input type="checkbox"/>	<input type="checkbox"/>	Maintain safe working distance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gas Transmission Lines	<input type="checkbox"/>	<input type="checkbox"/>	Observe No Go Zone restrictions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			Used a QUALIFIED spotter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	Contact authorities & isolate power if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			Ring "Dial Before you Dig" 1100	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	Obtain approval for work in Gas Transmission pipeline areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### LOOK UP AND LIVE "ELECTRICAL POWER LINES"

Weather, Visibility and Overhead Services						
Windy or stormy conditions	<input type="checkbox"/>	<input type="checkbox"/>	Do not operate crane during an electrical storm or heavy rain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical Storm/Heavy rain	<input type="checkbox"/>	<input type="checkbox"/>	Do not operate crane if wind speed exceed Crane wind speed rating (10ms)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extreme Heat	<input type="checkbox"/>	<input type="checkbox"/>	Use a tag line	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poor visibility, night work	<input type="checkbox"/>	<input type="checkbox"/>	Install Artificial lighting if working at night or in dark conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	Use Wet weather clothing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	Postpone all work until suitable conditions are present	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Personal protection						
PPE required to perform task	<input type="checkbox"/>	<input type="checkbox"/>	Ear plugs / muffs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PPE in <b>bold</b> print <b>MANDATORY</b> for dogging & Personnel in Loading / unloading area	<input type="checkbox"/>	<input type="checkbox"/>	<b>Safety Glasses / Goggles Hard Hat Gloves Safety Boots High vis vest Whistle (Dogman)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	Dust Mask	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Hazard Identified	Control for Hazard

If the Job / Task cannot be performed safely then the activity must cease until appropriate control measures can be implemented to perform the task in a controlled and safe manner.

**Person approving Control options for Hazards:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Position: \_\_\_\_\_ Date: \_\_\_\_\_