



ABN: 99 614 895 591

## Global Traffic Management

62 Benalla Rd, Shepparton VIC 3630

Ph: (03) 5831 5700 Fax: (03) 5831 5711

**Workplace Health & Safety**

**Job Hazard Analysis - VIC**

**JHA is read in line with VIC Safe Work Method Statement – F110 GTM V**   *write current SWMS version*

Date	Client Name		Person Completing Form	
Site Address				Job #
JSA Developed/Rev By: Nish Liyanage - VIC Compliance Officer			JSA Approved by: Zyra Meka - Managing Director	
Description of Job				
PPE is Required	Safety Boots	Hi Viz Vest	Long Shirt	Long Pants
	Gloves	Ear Protection	Safety Glasses	Dust Mask
Training	Red/White Card	Traffic Management RIIWHS205D & RIIWHS302D		First Aid Level 2
	GTM Induction	Checked by:		Signature:
Specific inductions				

### MANDATORY CHECKS - PRIOR TO LEAVING DEPOT

Write details of information checked					
Site specific TMP No. & Date or Generic TMP					
MOA – RWE No & Expiry Date if applicable					
No of signage required as per TMP					
Fire extinguisher	First Aid Kit	Sunscreen30+	Generic TMP available	Checked by:	Signature:
Water	Food	GTM Pre-Start meeting held by:			

### CHECK'S THAT NEED TO BE COMPLETED PRIOR TO LEAVING JOB SITE

Have you collected all signage and equipment?	
Have you cleaned up all rubbish?	
Have you contacted client prior to leaving site, name of contact and what time?	
Is all equipment safely secured on vehicle?	
Give details of any incidents occurred on site	
Has an incident report been completed? When? Submitted to whom?	
What time was the job completed?	

### Standards, Codes of Practice, Legislation:

Victorian OH&S ACT 2004, Victorian OH&S Regulations 2007, Road Management Act 2004 – Code Of Practice, Worksite Safety – Traffic Management, Australian Standard 1742.3-2009 manual – Uniform Traffic Control Devices, Part 3 Traffic Control for works on Roads, AS 4801:2001, ISO 9001:2008, ISO 14001:2004, AS 1742.3, COP-Noise Management and Protection of hearing at work, COP Manual Handling, COP First aid in the workplace.

EVERY MEMBER OF THE GTM WORK CREW/TEAM MUST SIGN THE **JHA FORM** TO ACKNOWLEDGE THEIR AWARENESS, UNDERSTANDING & PARTICIPATION.  
A REPRESENTATIVE FROM THE CLIENT/CONTRACTOR **ON BEHALF OF ALL** THE CLIENT/CONTRACTOR TEAM MEMBERS MUST SIGN THE **JHA FORM** TO ACKNOWLEDGE THEIR AWARENESS, UNDERSTANDING & PARTICIPATION

Client Representative			



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MANDATORY CHECKS - PRIOR TO START OF JOB		
Potential Hazards/Risks	Hazards	Controls
Manual Handling		
Plant & Equipment		
Environmental		
Slips / trip /falls		
Weather		
Hazardous Materials / Substances		
Health Hazards		
Pedestrians & Disabled		
Traffic hazards		
Driver attention		
Condition of road		
Work vehicles entering and leaving work site		
Adequate signage and equipment? If no contact supervisor		
Setup of required traffic management controls		
Questions from workers addressed and what action taken?		
SITE checked that TMP is checked and accurate? If No what action taken?		
Any changes to TMP, who changed and what changes?		
Additional Comments		