Session12

JOB ANALYSIS & SAFE JOB PROCEDURE

CASE NO. 3

£50k fine after multiple failings led to severe hand injury

Masher Brothers Limited has been sentenced after a trainee worker suffered life-changing injuries when his hand was caught in a rip saw.

On 20 February 2018, a 20-year-old employee was working with a colleague on the rip saw at the company's site in Lewisham, London, being shown how to cut timber for beading.

The worker and his colleague were using the rip saw to split lengths of timber; one of the two pushed the timber onto the saw, and the other pulled it from the other side. As he was feeding the wood into the machine, the saw pulled his hand in with the wood, causing a severe laceration to his right hand.

The injured person lost the first finger on his right hand, and part of his thumb. He has lost function in this hand and cannot straighten his remaining fingers.

The HSE's investigation found there were no risk assessments or method statements for the machinery in the joinery workshop. It also found:

- there were inadequate measures in place to prevent access to dangerous parts of various machinery in the workshop
- the adjustable top guard sitting over the rip saw blade was stuck in a raised position not protecting the blade
- Masher Brothers Limited did not provide adequate training to its employees on how to use the machinery
- the member of staff responsible for training the injured person had not received any training in the 30 years he had been employed by the company.

Masher Brothers Limited of New Cross, London pleaded guilty to breaching Section 2(1) of the Health and Safety at Work etc. Act 1974. The company was fined £50,000 and ordered to pay £8,005.44 in costs.

Speaking after the hearing, HSE inspector Sarah Whittle said: "No safe system of work existed at the time of the incident. Those in control of work have a responsibility to devise safe methods of working and to provide the necessary information, instruction and training to their workers in the safe system of working.

"If a suitable safe system of work had been in place prior to this incident, the life changing injuries the employee sustained could have been prevented."

https://www.shponline.co.uk/in-court/50k-fine-after-multiple-failings-led-to-severe-hand-injury/?elq_mid=2594&elq_cid=161748

Safe Job Procedure

q Job analysis ensures that the procedures established for doing the job is in effect, the proper one. All elements of a worker's job are inseparable, such as:

- q Quality
- q Productivity
- q Safety
- q Health

SIX (6) steps that show the basic framework for doing a proper job analysis

Determine the critical job to be analyzed

Break the job down into orderly sequence of steps

Determine potential for downgrading incidents

SIX (6) steps that show the basic framework for doing a proper job analysis

- Make an efficiency check of each job step
- Develop recommended controls
- Write down the standard job procedures

Main considerations in selecting the critical few jobs for analysis:

- Past loss experience
- Potential for big loss
- Probability for recurrence
- The new or unknown

- Every aspect of the job, including safety, quality and production should be considered. Define the "job steps" as one segment of the total job where something happens to advance the doing of the work involved.

- With the job steps established, make sure you are aware of all problems associated with each job step that can **downgrade** safety, health, quality or production.

- Following the job breakdown, each step should be analyzed to determine whether these are or can be any aspects of the job related to the workers, the equipment, material, or environment that can result in downgrading incidents.

Efficiency check questions:

- What is its purpose?
- Why is it necessary?
- Is this the most efficient way?
- How can it be done?
- What is needed to do it better?

- Where should it be done?
- When should it be done?
- Who is the best qualified to do it?
- Does it meet all standards?
- What else can make it more efficient?

Solutions that can be applied as deficiencies in existing aspects of the job:

1. The job procedure solution - outline a specific procedure that, when followed, will eliminate the deficiencies or potentials for a downgrading incident that exists.

2. The job environment solution - change the relevant part or aspect of the total environment and materials.

Solutions that can be applied as deficiencies in existing aspects of the job:

3. The method changed solution - make a major change in the actual way of doing these step of the job.

4. The reduced frequency solution - reduce the number of times any repetitive action must be taken.

Steps for Proper Job Analysis by Observation:

1. Select the right workers to observe (one who has outstanding quality performance, and another who has unexcelled productivity).
2. Explain the purpose of proper job analysis.
3. Observe the job and record on initial breakdown.
4. Check breakdown with worker
5. Record basic steps of job breakdown

Steps for Proper Job Analysis by Observation:

6. Determine all potential breakdown incidents
7. Make the efficiency check
8. Develop recommended controls
9. Contact special interest groups
10. Write the standard job procedure

Standard Job Procedure:

1. List all critical jobs
2. Make standard job procedure work assignments
3. Once the program begins, measure performance versus standards for SJP works
4. Get prepared for re-enforcement