



THE TASK ALCHEMIST

Your Partner for Resilient Growth

THE ALCHEMY OF SAFETY

— risk assessment frameworks —



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The Alchemy of Safety

Strategic Frameworks for Proactive Risk Assessment



From Action to System

In a growing business, workplace safety can feel like a list of rules to follow to avoid penalties. But for the most successful companies, safety isn't a cost center—it's a strategic advantage. A proactive approach to risk doesn't just prevent incidents; it builds a resilient, productive, and profitable organization.

The key to this transformation is moving from a reactive mindset to a proactive one. This begins with a deep and honest understanding of the risks your business faces.

This guide provides two powerful frameworks used by safety professionals to identify, analyze, and control workplace hazards. Use these tools to transform your understanding of risk and build a safer, stronger foundation for your business.

Inside This Toolkit:

1. **Framework 1: The Job Hazard Analysis (JHA):** For a detailed, task-level look at potential hazards.
 2. **Framework 2: The Risk Assessment Matrix:** For prioritizing risks and making strategic decisions.
 3. **The Hierarchy of Controls:** The expert's model for implementing the most effective solutions.
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Framework 1 – The Job Hazard Analysis (JHA)

Purpose: The JHA is a foundational tool that helps you break down a specific job or task into its individual steps to identify potential hazards and determine the safest way to perform it. It's the essential first step in understanding risk at the operational level.

Job Hazard Analysis (JHA) Worksheet

Job/Task Title: _____ **Date:** _____ **Analyst:** _____

Instructions:

- 1. **Break Down the Job:** In the first column, list each basic step of the job in the order it is performed.
- 2. **Identify Potential Hazards:** For each step, brainstorm any potential hazards that could cause harm.
- 3. **Develop Control Measures:** For each hazard, determine a specific action or procedure to eliminate or reduce the risk

Sequence of Basic Job Steps Potential Hazards Recommended Control Measures

Step 1:	•	•
Step 2:	•	•
Step 3:	•	•
Step 4:	•	•

Framework 2 – The Risk Assessment Matrix

Purpose: Not all risks are created equal. After you've identified hazards with a JHA, the Risk Assessment Matrix helps you prioritize them. By evaluating the **Likelihood** of an incident occurring and the **Severity** of the potential outcome, you can determine which risks require your immediate attention.

How to Use: For each hazard you identified, assign a number for its Likelihood and Severity using the scales below. Then, find the intersection of those two numbers on the matrix to determine the overall Risk Level.

Risk Rating Scales

Likelihood (How likely is it to happen?)

1. **Rare:** Very unlikely to every happen.
2. **Unlikely:** Could happen but probably won't.
3. **Possible:** Has an even chance of happening.
4. **Likely:** Will probably happen at some point.
5. **Almost Certain:** Is expected to happen.

Severity (How bad would it be if it happened?)

1. **Insignificant:** No injury.
2. **Minor:** First aid requirement.
3. **Moderate:** Medical treatment required.
4. **Major:** Hospitalization required.
5. **Catastrophic:** Fatality.

Risk Matrix

<i>Severity →</i> <i>Likelihood ↴</i>	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost Certain (5)	Medium	High	Extreme	Extreme	Extreme
Likely (4)	Medium	Medium	High	Extreme	Extreme
Possible (3)	Low	Medium	High	High	Extreme
Unlikely (2)	Low	Low	Medium	Medium	High
Rare (1)	Low	Low	Low	Medium	High

Risk Level & Required Action:

1. **Extreme:** Act immediately. Work must not proceed.
2. **High:** Act today. Requires senior management attention.
3. **Medium:** Act this week. Corrective measures must be planned.
4. **Low:** Monitor. Manage through routine procedures.

The Expert's Model – The Hierarchy of Controls

Purpose: Once you've identified and prioritized a risk, how do you fix it? The Hierarchy of Controls is the model used by safety professionals to select the most effective control measures. The controls at the top of the pyramid are more effective and protective than those at the bottom.

1. Elimination (Most Effective)

- **Concept:** Physically remove the hazard.
- **Example:** Instead of working at height, perform the work on the ground level.

2. Substitution

- **Concept:** Replace the hazard with a safer alternative.
- **Example:** Use a less toxic chemical in your cleaning process.

3. Engineering Controls

- **Concept:** Isolate people from the hazard by redesigning the equipment or workspace.
- **Example:** Install guardrails on an elevated platform or ventilation systems to remove harmful fumes.

4. Administrative Controls

- **Concept:** Change the way people work through procedures, training, or signs.
- **Example:** Implement a mandatory safety training program or post warning signs.

5. Personal Protective Equipment (PPE) (Least Effective)

- **Concept:** Protect the worker with personal equipment.
- **Example:** Requiring safety glasses, hard hats, or gloves.
- **Note:** PPE is always the last line of defense, used only when higher-level controls are not feasible.

Your Next Step: From Framework to Action

These frameworks are powerful tools for understanding and prioritizing risk. But the most critical step is turning that understanding into a living, breathing safety culture.

That's where a strategic partner comes in.

At The Task Alchemist, we don't just hand you a checklist; we work with you to build a comprehensive, sustainable, and compliant safety system that protects your team and your business.

Let's discuss how we can use these frameworks to build the resilient foundation your business needs for its next stage of growth.

BOOK YOUR FREE STRATEGY SESSION TODAY



IN A GROWING BUSINESS, SAFETY ISN'T A CHECKLIST; IT'S A STRATEGY.

A PROACTIVE APPROACH TO RISK IS THE FOUNDATION OF A RESILIENT AND PROFITABLE ORGANIZATION. THIS GUIDE PROVIDES THE EXPERT FRAMEWORKS YOU NEED TO MOVE BEYOND REACTING TO INCIDENTS AND START ARCHITECTING A TRUE CULTURE OF SAFETY. "THE ALCHEMY OF SAFETY" IS YOUR TOOLKIT FOR TRANSFORMING RISK FROM A LIABILITY INTO A MANAGEABLE ASSET.

INSIDE, YOU WILL MASTER:

- THE JOB HAZARD ANALYSIS (JHA): TO IDENTIFY RISKS AT THE TASK LEVEL.
- THE RISK ASSESSMENT MATRIX: TO PRIORITIZE YOUR FOCUS ON WHAT MATTERS MOST.
- THE HIERARCHY OF CONTROLS: THE EXPERT'S MODEL FOR IMPLEMENTING THE MOST EFFECTIVE SOLUTIONS.

THESE FRAMEWORKS ARE THE FIRST STEP. BUT A TOOL IS ONLY AS POWERFUL AS THE STRATEGIST WHO WIELDS IT. WHEN YOU'RE READY TO PARTNER WITH AN EXPERT TO BUILD A COMPREHENSIVE AND COMPLIANT SAFETY SYSTEM, THE TASK ALCHEMIST IS HERE TO HELP.

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