

Walk-in cold-room goods handling - JSA - A

en-SG · Basic task controls · v1.0 · 2026-10-14 · Sources: article section 9

Site: | Item ID: | Work area:

| Approval | Work supervisor | Technical reviewer | Release / handover authority |
|----------|-----------------|--------------------|------------------------------|
|          |                 |                    |                              |

1. Job details and team signatures

|                 |                 |  |          |  |            |  |
|-----------------|-----------------|--|----------|--|------------|--|
| Date / time     | Location / area |  | Assessor |  | Supervisor |  |
| Team signatures |                 |  |          |  |            |  |

2. Conditions and hold points

| Stage                   | Time | Location / area | Environment / readings | Item / condition | Controls | Plant / tools | Approval / signature |
|-------------------------|------|-----------------|------------------------|------------------|----------|---------------|----------------------|
| HP-0 Start              |      |                 |                        |                  |          |               |                      |
| HP-1 Test escape        |      |                 |                        |                  |          |               |                      |
| HP-2 Enter and notify   |      |                 |                        |                  |          |               |                      |
| HP-3 Respond to delay   |      |                 |                        |                  |          |               |                      |
| HP-4 Close and transfer |      |                 |                        |                  |          |               |                      |

Complete after actual checks. Recheck after changes, defects or shift handover.

3. JSA risk assessment

| Job stage             | Hazards and effects                                                        | Failure factors                                                               | Technical and procedural controls                                                          | Site verification                                                                 | P | S | R | A |
|-----------------------|----------------------------------------------------------------------------|-------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|---|---|---|---|
| 1. Plan picking       | 1. Cold stress<br>2. Overexertion<br>3. Unsuitable cargo                   | 1. Product limit used for people<br>2. Dwell plan absent<br>3. Load too heavy | 1. Assess actual cold exposure<br>2. Plan warm breaks<br>3. Match cart and load            | 1. Room and temperature<br>2. Exposure and clothing plan<br>3. Load and cart      |   |   |   |   |
| 2. Test escape        | 1. Entrapment<br>2. Communication failure<br>3. Darkness                   | 1. Release frozen<br>2. Phone assumed working<br>3. Light defective           | 1. Test inside release safely<br>2. Test actual communication<br>3. Verify lighting        | 1. Release condition<br>2. Receiver test<br>3. Light condition                    |   |   |   |   |
| 3. Prepare route      | 1. Ice slip<br>2. Cart runaway<br>3. Blocked doorway                       | 1. Meltwater refreezes<br>2. Wheels unsuitable<br>3. Goods in exit            | 1. Remove or isolate ice<br>2. Inspect cart control<br>3. Clear escape route               | 1. Threshold ice and drainage<br>2. Wheel and brake state<br>3. Doorway clearance |   |   |   |   |
| 4. Pick goods         | 1. Falling package<br>2. Back strain<br>3. Hand numbness                   | 1. High shelf reached<br>2. Load held awkwardly<br>3. Symptoms ignored        | 1. Stay within ground reach<br>2. Use stable manageable loads<br>3. Stop for cold symptoms | 1. Shelf and reach<br>2. Load stability<br>3. Worker condition                    |   |   |   |   |
| 5. Exit and count     | 1. Worker left inside<br>2. Repeat cold exposure<br>3. Cart strikes person | 1. Goods count used for people<br>2. Warm break skipped<br>3. Exit congested  | 1. Confirm each actual exit<br>2. Take planned warm recovery<br>3. Control cart route      | 1. Actual exit roster<br>2. Warm recovery check<br>3. Cart and load position      |   |   |   |   |
| 6. Close and transfer | 1. Defective door reused<br>2. Unknown remaining person<br>3. Repeat icing | 1. Roster not reconciled<br>2. Fault only verbal<br>3. Drainage issue omitted | 1. Reconcile people separately<br>2. Mark defective equipment<br>3. Record icing source    | 1. Final person count<br>2. Goods/order status<br>3. Door and floor defects       |   |   |   |   |

P/S/R/A: Complete only after actual site assessment using the site risk method.

4. Pre-work checklist

|                                               |                                             |                                                     |
|-----------------------------------------------|---------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> Room and temperature | <input type="checkbox"/> Release condition  | <input type="checkbox"/> Threshold ice and drainage |
| <input type="checkbox"/> Shelf and reach      | <input type="checkbox"/> Actual exit roster | <input type="checkbox"/> Final person count         |
| <input type="checkbox"/> Load and cart        | <input type="checkbox"/> Worker condition   | <input type="checkbox"/> Door and floor defects     |