

Construction Material Hoist Loading and Unloading - JSA - C

en-US · Supervision, records, handover · v1.0 · 2026-10-12 · 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 Inspect landings							
HP-2 Close and travel							
HP-3 Clear and return							
HP-4 Shift handover							

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. Configuration release	1. Materials car misused 2. Overloaded hoist 3. Uninspected equipment	1. Use category unclear 2. Rating data absent 3. Inspection owner unassigned	1. Confirm material-hoist scope 2. Record configuration limits 3. Assign inspection review	1. Hoist ID and category 2. Load limits reference 3. Inspection acceptance				
2. Landing coordination	1. Unprotected hoistway fall 2. Unexpected gate movement 3. Unsafe loading interface	1. Floor receiver missing 2. Gate defect not shared 3. Contact point unreviewed	1. Assign floor receivers 2. Log gate and stop faults 3. Check transfer interface	1. Landing inspection record 2. Receiver and signals 3. Access restriction status				
3. Load authorization	1. Cart runs away 2. Concentrated overload 3. Projecting-load collision	1. Tare mass omitted 2. Distribution unverified 3. Restraint method improvised	1. Include complete load mass 2. Review wheel-load limits 3. Confirm approved securing	1. Load manifest 2. Distribution evidence 3. Restraint acceptance				
4. Travel communication	1. Unsignaled movement 2. Routine rider exposure 3. Wrong-floor unloading	1. Signal system unclear 2. No-rider rule bypassed 3. Receiver change unbriefed	1. Agree operating signals 2. Enforce normal no-rider rule 3. Confirm floor handoff	1. Operator briefing 2. Travel and return signal 3. Receiver acknowledgement				
5. Fault management	1. Repeat protective failure 2. Unsafe manual lowering 3. Rescue crush injury	1. Sensor bypass proposed 2. Stop status not locked in 3. Recovery team uninformed	1. Retain equipment hold 2. Control landing access 3. Call specialist response	1. Fault floor and load 2. Repair/function evidence 3. Return-to-service release				
6. Shift acceptance	1. Defective hoist reused 2. Restrictions forgotten 3. Uncontrolled landing access	1. Verbal-only handover 2. Incoming operator absent 3. Open actions unassigned	1. Transfer inspection and faults 2. Brief current restrictions 3. Name follow-up owners	1. Operating and fault log 2. Open holds and actions 3. Incoming operator record				

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

4. Pre-work checklist

☐ Hoist ID and category	☐ Landing inspection record	☐ Load manifest
☐ Operator briefing	☐ Fault floor and load	☐ Operating and fault log
☐ Inspection acceptance	☐ Receiver acknowledgement	☐ Incoming operator record