

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 Control access and egress							
HP-2 Prepare tools and product							
HP-3 Hold recurring defects							
HP-4 Reopen and hand over							

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. Area planning	1. Stair fall 2. Chemical mismatch 3. Unresolved water ingress	1. Surface defect missed 2. Product chosen by habit 3. Leak history ignored	1. Review route and surface 2. Match label and floor material 3. Identify recurring defects	1. Stair and floor inspection 2. Product and soil identity 3. Leak and damage history				
2. Occupant coordination	1. Wet-area entry 2. Emergency route obstruction 3. Doorway collision	1. Signs treated as barriers 2. Egress not reviewed 3. Intermediate access missed	1. Plan all entry controls 2. Maintain required escape routes 3. Coordinate work timing	1. Access and barrier plan 2. Emergency route confirmation 3. Affected occupants briefed				
3. Work method readiness	1. Chemical contact 2. Unsafe stair reach 3. Trip on equipment	1. Dilution unverified 2. Tool length unsuitable 3. Bucket stored on steps	1. Check label and protection 2. Provide stable-reach tools 3. Define safe equipment locations	1. Product preparation basis 2. Tools and safe stance 3. Storage and waste positions				
4. Section acceptance	1. Residue-related slip 2. Wet corner missed 3. Premature reopening	1. Time alone used 2. Threshold ignored 3. Acceptance owner absent	1. Require condition-based check 2. Inspect complete walking route 3. Assign release authority	1. Moisture and residue check 2. Threshold and corner condition 3. Accepted section boundary				
5. Defect follow-through	1. Repeated wetting 2. Improvised hazardous repair 3. Lost hold restriction	1. Source not corrected 2. Maintenance scope unclear 3. Shift record incomplete	1. Retain affected access hold 2. Assign underlying repair 3. Verify correction and recleaning	1. Defect and source location 2. Correction owner and evidence 3. Recheck and remaining limits				
6. Occupant handover	1. Held section reopened 2. Equipment trip 3. Unknown cleaning status	1. All barriers removed together 2. Waste not removed 3. Receiving person unbriefed	1. Release only accepted areas 2. Confirm clear finished route 3. Transfer unresolved boundaries	1. Accepted and held area list 2. Tool and waste removal 3. Receiving person and timing				

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

4. Pre-work checklist

☐ Stair and floor inspection	☐ Access and barrier plan	☐ Product preparation basis
☐ Moisture and residue check	☐ Defect and source location	☐ Accepted and held area list
☐ Leak and damage history	☐ Accepted section boundary	☐ Receiving person and timing