

# TASK ANALYSIS / SAFE WORK PROCEDURE FORM

Name of Procedure: \_\_\_\_\_ Vessel Name: \_\_\_\_\_

Written by: \_\_\_\_\_ Captain / Operator \_\_\_\_\_

Document the Key Steps of the Safe Work Procedure in the Order (first to last) they must occur:

Step No.	Description of Step	Potential Hazards	Permits, Safety Precautions, Equipment, PPE, Recommended Action or Procedure
1		•	
2		•	•
3		•	•
4		•	•
5		•	•
	<u>Tools/Equipment/Material Required</u> <ul style="list-style-type: none"> <li>•</li> </ul>		<u>Personal Protective Equipment Required</u> <ul style="list-style-type: none"> <li>• PFD Life Jacket (When hazard exists))</li> <li>• CSA Approved Footwear (When hazard exists)</li> <li>• Eye protection (When hazard exists)</li> <li>• Head Protection(When hazard exists)</li> <li>• Hand/Skin Protection (When hazard exists)</li> <li>• Hearing Protection (when hazard exists)</li> </ul>

Reviewed with: \_\_\_\_\_