

## Pre-Job Planning

Safety Week 2022



Success in the construction industry depends heavily on essential and effective planning. Pre-planning activities include formation of progress schedules, procurement of long lead items, value engineering, site logistics, securing permits and coordination of trades. Without extensive pre-planning, a project would not be successful; the same approach applies to safety and health as it does the construction and quality of the project.

There are many terms used interchangeably to describe a company's safety and health pre-planning processes such as Job Safety Task Analysis, Hazard Analysis, Pre-task Planning, Job Safety Work Plans etc., but regardless of the name, pro-active organizations realize the value and importance of incorporating safety and pre-job planning into the operational process as early as possible.

Pre-job planning prior to the start of the project allows for a proactive rather than reactive safety approach, by putting advanced thought and preparation into the safety aspect of the project which can help optimize the likelihood of a safe and successful project. It requires you to plan the work in advance, identify potential exposures and give sufficient consideration to controlling those exposures as you would the construction activities.



**This process should be a collaborative effort between craft labor and management so the task to be performed can be planned using all available experience and knowledge on the project.**

**Prior to the start of each new activity or phase of construction, a detailed assessment of that activity/operation should be undertaken to address:**

- Specific aspects associated with the work at hand
- Identification of potential exposures associated with the work
- Determination of the necessary controls needed to eliminate the exposure
- Identification of the necessary safety-related equipment required to perform the work safely



**A pro-active safety culture requires pre-job safety planning be woven into the operational process and become an intricate aspect of the project cycle alongside quality.**

Pre-job planning may be the most important tool of any safety program and as such, should be required and reinforced by all levels of construction management.

The end goal of pre-job planning is to take the time to fully understand the potential risks involved with an activity, determine the how to eliminate or control that risk, in turn minimizing worker injuries, production disruption, enhancing efficiency, increasing worker morale, and lowering overall costs.

**Construction firms, regardless of size, should strive to continually improve the safety culture within their organizations, cultivating an environment that embodies a collaborative approach toward safety.**

