



**SAFETY**



HSEQ library

**TOOLBOX INFORMATION**

# TASK RISK ANALYSIS (TRA)

June 2021

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**HSEQ Direct** is a digital communication, registration and training platform with a focus on Health, Safety, the Environment and Quality.  
**Designed specifically for the workplace!**

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Associated IOGP Life-Saving Rules



**HSEQ** DIRECT  safer healthier workplace



# WHAT IS IT? (1/4)

The **Task Risk Analysis** (TRA) is a method to identify and control the risks involved in your work situation. The Task Risk Analysis is a more detailed part of the Permit to Work when the risks are too great and more research is necessary in order to be able to work safely. **Therefore it is important to be aware of and to recognize risks.**



# WHAT IS IT? (2/4)

## **You need to undertake a TRA when:**

- the exact risks are not clearly identifiable in relation to specific activities
- new activities that have not been conducted before at your workplace
- work teams are new or when the composition of work teams changes
- using an untested method to undertake repair work
- conducting simple activities under special circumstances



# WHAT IS IT? (3/4)

**Furthermore, a TRA is required before performing complex tasks. For instance, in the case of complicated constructions or special projects.**

After having undertaken a TRA, you will know exactly which precautions you are required to take. It enables you to work safely. A TRA creates more awareness on working safely. By utilizing a TRA, undesirable and unexpected events are able to be eliminated as much as possible, even before you start working. The result of this analysis is a simple, but complete work instruction. **To undertake a TRA, you use a form which is attached to the Permit to Work.**



# WHAT IS IT? (4/4)

**High risk activities that cannot be performed according to normal procedure require a Task Risk Analysis.** For example hot work, hoisting and lifting activities, working at height and/or in confined spaces.



# HAZARDS

**Failure to fill in a TRA correctly or not undertaking a TRA can lead to major hazards resulting in incidents and damage to your workplace and the environment.** Ultimately it can lead to bodily harm or fatalities.



# PREVENTION

If an activity and the associated risks cannot be clearly surveyed and properly managed, a Task Risk Analysis must be undertaken as an addition to the work permit.

**If you have doubts about the result of the TRA, don't start to work and discuss your doubts upfront with your manager to ensure a safe work environment.**



# PROTECTION

Basic Personal Protection Equipment (PPE) must be used at all times. Performing a TRA can lead to using additional PPE, depending on the type of work and the risks associated with it. Ask your company about the specific equipment you need to use. **Be aware of the fact that your safety and that of your colleagues is of utmost importance.**





# IN CASE OF...

Any incident that occurs during work can have severe impact on people, installations and the environment. Ensure that you are familiar with the right procedure in case incidents happen. If not, ask your company for further information.

**Unsafe working conditions should never be ignored and should always be kept in mind to avoid hazards.**

# IMPORTANT INFORMATION

- 1** The purpose of a Task Risk Analysis is to **identify** and **control** the risks.
- 2 High risk activities?** Always undertake a Task Risk Analysis.
- 3** Undertaking a Task Risk Analysis can lead to using **additional Personal Protection Equipment** - check the Permit to Work.
- 4 New or never before** conducted activities always require a TRA.
- 5 If you have doubts** about the result of the TRA, don't start to work and consult your manager.

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## QUESTIONS? MORE INFORMATION? UNSAFE WORKING CONDITIONS?

Your HSE Manager is there to help answer any questions and ensure a safe working environment for all.

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# QUESTION 1

## What is Task Risk Analysis?

- A. It is a method to identify and control the risks involved in your work situation.
- B. It is a final and short assessment of the risks associated with health, safety and the environment.
- C. It is a method to deviate from from the usual working methods.

# ANSWER 1

## What is Task Risk Analysis?

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**A. It is a method to identify and control the risks involved in your work situation.**

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B. It is a final and short assessment of the risks associated with health, safety and the environment.

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C. It is a method to deviate from from the usual working methods.

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## QUESTION 2

### When do you perform a Task Risk Analysis?

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- A. When the risks are too great and more research is necessary, but also when you don't know exactly which risks are involved or in the case of new activities you have not yet conducted before.

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- B. During work when activities or circumstances change.

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- C. After the work is finished to hand it over to the next shift.

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## ANSWER 2

When do you perform a Task Risk Analysis?

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## QUESTION 3

**What is the result of undertaking a Task Risk Analysis?**

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A. It enables you to perform a Last Minute Risk Analysis.

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B. It enables you to work safely and it creates more awareness on working safely.

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C. It enables you to cancel the Permit to Work.

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C. It enables you to cancel the Permit to Work.

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## QUESTION 4

**What kind of activities require a Task Risk Analysis?**

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A. Activities that need to be assessed when performing a Last Minute Risk Analysis.

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B. All activities require a Task Risk Analysis.

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C. High risk activities that cannot be performed according to normal procedure, among other things.

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## ANSWER 4

What kind of activities require a Task Risk Analysis?

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A. Activities that need to be assessed when performing a Last Minute Risk Analysis.

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B. All activities require a Task Risk Analysis.

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**C. High risk activities that cannot be performed according to normal procedure, among other things.**

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## QUESTION 5

**Can you undertake a Task Risk Analysis without a Permit to Work?**

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A. Yes.

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B. No, never.

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C. Only when you perform a Last Minute Risk Analysis.

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# ANSWER 5

Can you undertake a Task Risk Analysis without a Permit to Work?

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A. Yes.

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**B. No, never.**

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C. Only when you perform a Last Minute Risk Analysis.

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