

JOB SAFETY ANALYSIS/OPERATIONAL RISK MANAGEMENT WORKSHEET

<i>JOB/PROCESS DESCRIPTION</i>		<i>NAME/GRADE/OFFICE SYMBOL</i>	<i>DATE</i>
<i>NAME OF SUPERVISOR</i>	<i>ANALYSIS BY</i>	<i>WORK PERFORMED</i>	
<i>REQUIRED PERSONNEL/TECHNICAL DATA</i>	<i>PROTECTIVE EQUIPMENT (PPE)</i>	<i>REVIEWED BY</i>	
SEQUENCE OF STEPS	ACTIONS	COMMENTS	
<i>1. Identify the Hazard:</i>	<i>Potential Mishap or Hazard:</i>		
<i>2. Assess the Risk:</i>	<i>Risk Assessment: Assess exposure, severity, probability</i>		
<i>3. Analyze Risk Control Measures:</i>	<i>Control Measures: Identify control options, determine effects, prioritize measures</i>		
<i>4. Make Control Decisions:</i>	<i>Control Decisions: Select controls, list decisions</i>		
<i>5. Implement Risk Control(s):</i>	<i>Implement Controls: Explain plan, establish accountability, provide support</i>		
<i>6. Supervise and Review:</i>	<i>Supervise/Review/Feedback</i>		

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About the ITAOP/savePDF Method

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).