

TOOLBOX TALK, March 30th, 2026

Remember the 20–20–20 Rule - Every 20 minutes - Take 20 seconds - To look 20 feet around

- Focus on your personal safety bubble.

STOP • LOOK • ACT

JHA vs. PTP

What's the difference? Are you unsure how a Job Hazard Analysis (JHA) differs from a Pre-Task Plan (PTP)? While they may seem similar, each serves a distinct purpose.

JHA (Job Hazard Analysis)

A JHA is a broad, overarching document that outlines all aspects of a specific type of work. It defines the job scope, identifies potential hazards, and details the safety measures required to perform the work safely.

For example, consider **JHA #1: Interior Metal Framing**. Like all JHAs, it builds on **JHA #0: General Construction Activities**, which covers requirements common to all jobs. JHA #0 includes required PPE, outlines our hard hat policy, and provides general safety practices such as:

- Setting up and surveying the work area
- Ensuring proper lighting
- Identifying stored energy
- Maintaining good housekeeping

Once JHA #0 is understood, JHA #1 focuses specifically on interior metal framing tasks. It addresses tools such as chop saws, grinders, screw guns, powder-actuated tools, and impact guns. Overall, a JHA provides a comprehensive, big-picture view of the work and its associated risks.

PTP (Pre-Task Plan)

A PTP takes a more detailed, real-time approach. It focuses on the specific tasks being performed and how to stay safe while doing them. PTPs are completed daily and updated whenever our scope of work changes. They include checklists to ensure critical steps are not missed, such as:

- Inspecting lifts
- Opening hot work permits
- Checking scaffolding and equipment

PTPs also guide teams through key questions:

- What task are we performing?
- What hazards are associated with it?
- How will we stay safe today?

An additional question encourages personal reflection:

“Why is it important for you to work safely today?”

Both are important

JHAs and PTPs work together to reinforce safe work practices—helping ensure everyone goes home safe at the end of the day.

[Toolbox Talk Submission](#)