### SECTION 2 – HAZARD ASSESSMENT

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HAZARD ASSESSMENT POLICY

It is the policy of GRD Construction Ltd. To create and maintain a Hazard Management System that is a systematic process of assessing and evaluation hazards in the workplace through ongoing reviews so that informed decisions can be made to eliminate or control those hazards.

It is a condition of employment that all employees participate in the Hazard Assessment Program to minimize hazards on site for all workers.

Note: The information in this policy does not take precedence over applicable government legislation, with which all employees should be familiar.

Date – August 1 2013

Bobby Janjua – CEO of GRD Construction Ltd.
HAZARD ASSESSMENT DEFINED

General:
GRD Construction Ltd. Safety and Loss Prevention Program is designed to identify, assess and control hazards. Proper Hazard identification and control can help to effectively reduce the risk of losses. This section is designed to assist employees in completing daily assessments.

A “Hazard” is defined as following:
A hazard is a thing of a condition that may expose a person to a risk of injury or occupational disease.

B “Risk” is defined as follows:
Risk is the likelihood that the hazard will lead to injury or the probability of harm actually occurring.

A Project Hazard Assessment must be completed daily.
Complete the Hazard Assessment, Elimination & Control Book.

A Hazard Assessment is a thorough examination of an operation (job-site etc.) done for the purpose of identifying what actual and potential hazards are present or could occur during the operation. At various times throughout the projects duration, certain tasks may increase the risk to employees or property and additional hazard assessments will be required to identify these hazards.

Project Pre-Job Hazard Assessment:

Whenever a project is starting it is important to anticipate hazards that may be encountered during construction and make allowances for remedial actions to minimize the hazards. A hazard Assessment will be conducted prior to the start of each project and documented. The following should be considered when conducting the assessment:

- Engineered plans, drawings and specifications
- Complexity of the project.
- Site photographs.
- Regional weather conditions, both normal and extreme conditions such as temperature, high winds, hurricanes flooding and etc.
- Geographical location (high population density vs. low population density)
- Access to project and remote location
- Environmental risk i.e. proximity to waterways.
- Availability of skilled labor.
Hazard Assessment:

The foreman or Safety officer or who the designate will do daily Hazard Assessments as required on an ongoing basis as the construction site evolves. When a high risk task or job is to be performed for which there are not relevant safe work procedures or practices available for the crew to review, or a new job is starting for which a hazard assessment was not completed, a Hazard Assessment will be performed. On most GRD Construction sites, It will be the duty of a foreman or safety officer or their designate to perform daily hazard assessments. The need for daily hazard assessments will be assessed in the pre-job assessment.

Upon completion of the daily Hazard Assessment, the foreman and safety officer will review the Hazard Assessment with the crew prior to performing the job/task, ensuring that all safety precautions are followed and all hazards are either eliminated or controlled.

This Hazard Assessment will be documented and kept on file on the worksite for accessibility and review as required. Once the project is done, the Hazard Assessments will be returned to the office and filed under the project.

Factors to consider in Hazard Assessment:

- Skill needed to perform the job and expertise available
- Corporate and industry incident statistics
- Government regulations
- Communication barriers-blind spots, noise etc.
- Physical workloads imposed by the job
- Schedules and time restraints
- Frequency the task is performed-daily, monthly and yearly
- Environmental factors such as weather, soil conditions etc.

Hazard Assessment:

- Assemble workers involved in the job or task
- Review scope of work that is to be performed
- Break the job or task into individual steps
- Identify both actual and potential hazards
- Develop appropriate controls for each hazard
- Review the assessment
- Communicate the assessment and controls to all workers on the project
Conducting a Hazard Assessment:

When conducting a Hazard Assessment, remember that every workplace is made up of four major components.

- The people involved (employees, suppliers, client and visitors).
- The environment the work is in
- The material they work with
- The equipment and tools they use

Remember to consider these four things:

1. Identification: what are the hazards of the task?
2. Consequences: what are the worst possible results of an incident due to hazard?
3. Exposure: how often will the workers be exposed to the hazard that could result in an incident?
4. Probability: what is the likelihood that the hazard will lead to an undesirable consequence?

Upon completion of the general Hazard Assessment, the hazard will be prioritized and a plan in action will be documented.

Follow up to ensure that all hazards have been minimized or eliminated will be the responsibility of the foreman or safety on a project.
## PROJECT PRE-JOB HAZARD ASSESSMENT FORM

### Project Pre-Job Hazard Assessment

<table>
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<th>Project Name</th>
<th>Location</th>
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<tr>
<th>Superintendent</th>
<th>Foreman</th>
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<th>Safety</th>
<th>Date</th>
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### Job & steps/sequence

1. 
2. 
3. 
4. 
5. 
6. 
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### Material/Equipment Used:  PPE/Safety Equipment Required

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<th>Material/Equipment Used</th>
<th>PPE/Safety Equipment Required</th>
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### Potential Hazards:

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Comments:

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<th>Team Members (print)</th>
<th>Signature</th>
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# JOB HAZARD / TASK ANALYSIS

Check all hazards that may be present during the task(s)

## PERMITS / PLANS
- Hot Work / Cold Work
- Confined Space
- Demolition
- Ground Disturbance
- Excavation
- Lockout
- Critical Lift Plan
- Fall Protection Plan

## PERMIT IDENTIFIED HAZARDS
- Hazards Identified on Safe Work Permit
- Hazards on Critical Lift Permit
- Hazards on Electrical Permit
- Hazards Identified for Confined Space Entry
- Hazards on Confined Space Entry Permit
- Hazards on Hot/Cold Work Permit
- Hazards on Underground/Excavation Permit
- Hazards on Line Opening Permit

## EMERGENCY EQUIPMENT
- Fire Extinguisher
- Eyewash / Shower
- All Conditions Met

## OVERHEAD ON WORKING AT HEIGHT HAZARDS
- Harness Required / Appropriate Tie-off Identified
- Others Working Overhead / Below
- Falls from Height
- Holding or Moving Loads Overhead / Around Task
- Use of Scaffolds
- Tasks Require You To Work Above Your Head
- Objects / Debris Falling from Above
- Overhead Power Lines

## EQUIPMENT HAZARDS
- Opening Power Equipment
- Operating Motor Vehicle / Heavy Equipment
- Contact with / Contact by
- Working With: Saw
- Cutting Torch Equipment
- Welding Machines
- Hand Tools

## WORK ENVIRONMENT HAZARDS
- Weather Condition
- Slips or Trip Possible
- Waste Material Generated Performing Task
- Limited Access / Egress
- Foreign Bodies in Eyes
- Exposure to Energized Electrical Systems
- Lighting Levels Too High / Too Low
- Position of Fingers / Hands - Pinch Points
- Exposure to: Chemicals
- Sharp Objects / Edges
- Dust / Particulates
- Noise
- Extreme Heat / Cold
- Odors
- Reactive Chemicals
- Steam
- Fogging of Monogoggles / Eye Protection
- Flammable Gases / Atmospheric hazards

## PERSONAL LIMITATIONS / HAZARDS
- Procedure Not Available for Task
- Confusing Instructions
- No Training in Procedure / Task
- No Training in Tools to be Used
- First Time Performing This Task
- Mental Limitations / Distractions / Loss of Focus
- Not Physically Able to Perform Task
- Complacency

## WELDING
- Shields
- Fire Blankets
- Fire Extinguisher
- Cylinder Secured / Secure Connections
- Cylinder Caps On
- Flashback Arrestor
- Combustibles Moved
- Sparks Contained
- Ground Within 15"
- Fire Watch / Spark Watch

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<tr>
<th>Date:</th>
<th>Time:</th>
<th>Job:</th>
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## PHYSICAL ENERGY HAZARDS
- Manual Lifting
- Load Too Heavy / Awkward to Lift
- Over Reaching
- Prolonged / Extreme Bending
- Repetitive Motions
- Unstable Position
- Part(s) of Body in "Line of Fire"
- Hands Not in Line of Sight
- Working in Tight Clearances
- Physical Limitations - Need Assistance
- Uncontrolled Release of Energy / Force
- Fall Potential

## PERSONAL PROTECTIVE EQUIPMENT
- Work Belts
- Chemical Gloves
- Kevlar Gloves
- Rain Gear
- Thermal Suits
- Rubber Boots
- Monogoggles / Face Shield
- Safety Glasses
- Respiratory Protection
- Safety Harness / Lanyard / Lifeline
- Head Protection
- Steel Toed Work Boots
- Hi Vis Vests
- Fire Retardant Wear

## OTHER

Is the worker working alone? No [ ] Yes [ ] If yes, explain how the procedure(s) is in place.
## Section 2 – Hazard Assessment

### Task(s)

<table>
<thead>
<tr>
<th>Hazard</th>
<th>Description</th>
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### Hazards

<table>
<thead>
<tr>
<th>Hazard</th>
<th>Description</th>
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### Plans to Eliminate / Control Risk

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<th>Hazard</th>
<th>Description</th>
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### Hazard Level

- Level 1: High
- Level 2: Medium
- Level 3: Low

### Tasks

- Task 1
- Task 2
- Task 3

### Notes

- All tasks must be completed prior to commencing new tasks.
- All tasks must be signed off at the end of the day by the supervisor.
- All tasks must be signed off by the worker.

### Signature

Foreman (Print and Sign): ______________________

Date: __________

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GRD Construction Ltd.

We strive for excellence in all that we do.

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Info@grdconstruction.ca
HAZARD ASSESSMENT CHECKLIST

Questions to ask before and while doing a task:

IF IN DOUBT SHOUT
CONTACT YOUR FOREMAN

Identify:

- Do I clearly understand my task?
- Am I physically and mentally prepared to do the task?
- What could go wrong?
- Is there a risk to others or myself?
- What can change that could create a new task?
- Could other workers or condition pose a risk to me?

Assess:

- How bad could this be?
- How likely is it to happen?

Control:

- Who should I contact for help?
- Are permits, written practices, procedures, ect. Required?
- What can I do to control the risk?
- Will the control affect another part of the task being done?
- Do I need to tell anyone else?
- Are emergency response plans required?

Begin / Resume Work