

SECTION 2 – HAZARD ASSESMENT

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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 restrains
- 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 work place is made up of four major components.

- The people involved (employees, suppliers, client and visitors).
- The environment the work 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	
Project Name	Location
Superintendent	Foreman
Safety	Date
Job & steps/sequence	
1	
2	
3	
4	
5	
6	
7	
8	
Material/Equipment Used:	PPE/Safety Equipment Required
Potential Hazards:	

Date:	Time:	Job:	Task Location:
Contact #:			

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

Lookout

Critical Lift Plan

Fall Protection Plan

PERMIT IDENTIFIED HAZARDS

Hazards Detailed on Sale 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

Extraction Equipment

Permit Displayed

Alarm #

OVERHEAD ON WORKING AT HEIGHT HAZARDS

Harness Required / Appropriate Tie-off Identified

Others Working Overhead / Below

Falls from Height

Hoisting 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: Saws

Grinders

Cutting Torch Equipment

Welding Machines

Hand Tools

Cranes

WORK ENVIRONMENT HAZARDS

Weather Condition

Slips or Trips 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

Odors

Extreme Heat/Cold

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 18'

Fire Watch / Spark Watch

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 Limitation - Need Assistance

Uncontrolled Release of Energy / Force

Fall Potential

PERSONAL PROTECTIVE EQUIPMENT

Workgloves

Chemical Gloves

Kevlar Gloves

Rain Gear

Thermal Suits

Rubber Boots

Monogoggles / Faceshield

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/note the procedure(s) in place:

TASK(S)	HAZARDS	Hazard Level	PLANS TO ELIMINATE / CONTROL RISK

Once you have written all the hazards associated with the task(s) and the rated Hazard Level, complete the fourth column – *Plans to Eliminate*

All hazards must have *Plans to Eliminate* and the measure must be implemented. Ensure workers are trained / competent to do tasks.

Hazard level 1 = HIGH 2 = MEDIUM 3 = LOW

All members of the work crew must sign card prior to commencing Work at the task location. Workers' names (Print and Sign below):

Foremans Name (Print): _____
 Foremans Name (Signature): _____

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