

## **Section 2**

# **Hazard Assessments**



GYP SUM DRYWALL (SOUTHERN) LTD

## **Hazard Assessment Policy**

1. Hazard Assessment is an ongoing daily responsibility of everyone. It is through the control of hazards that the frequency and severity of accidents are reduced, resulting in a corresponding reduction in human injury and financial loss.
2. Definitions:
  - a. Hazard - Any circumstance or condition which poses the risk of an incident.
  - b. Hazard Assessment – A thorough examination of any task for the purpose of identifying what actual and potential hazards exist.
3. There will be a hazard assessment done for every job that is assigned. Conditions on the job site should be monitored and the hazard assessment updated as required on an ongoing basis.
4. Assessment Procedures – Every workplace consists of four major components:
  - a. The people
  - b. The environment they work in
  - c. The materials they work with
  - d. The equipment and tools being used

Hazard assessments are done with the intention of eliminating the hazard if possible. Always ask – WHAT IF?

5. Steps in Conducting a Hazard Assessment –
  - a. Tour the entire site
  - b. Look for possible hazards originating with the environment, materials, equipment and people
  - c. Discuss hazards with workers if they are present during inspection
  - d. Mark all items on the checklist that need attention
  - e. Upon completion of the assessment, review the findings with workers and have everyone read and sign the hazard assessment
  - f. Ensure items are ranked “Worst First” basis and assign responsibility for corrective action.
6. Hazard Controls – There are three general approaches to minimizing hazards
  - a. Engineering Controls (ventilation, guardrails, barriers etc.)
  - b. Administrative Controls (procedures, training, scheduling, safety conscious materials and substitution)
  - c. Personal Protective Equipment (PPE)



## **CRITICAL TASK LIST**

1. The following tasks have been rated from “worst to first” in terms of potential risk of injury or exposure to risk.
2. Formal Hazard Assessments have been drafted and are included in this section.

<b>RISK RATING</b>	<b>TASK/ JOB</b>
1	DRYWALL APPLICATION
2	STEEL FRAMING
3	DRYWALL SANDING
4	DRYWALL FINISHING/ TAPING
5	SITE CLEAN UP/ DELIVERY
6	INSTALLING INSULATION
7	SERVICE WORK
8	DRYWALL TEXTURING
9	DELIVERY OF SCAFFOLDS
10	BIN USAGE
11	WORKING AROUND FORKLIFTS
12	STRAPPING/ TYING DOWN LOADS
13	ACCIDENT INVESTIGATION/ REPORTING
14	OFFICE AND WAREHOUSE



GYPSUM DRYWALL (SOUTHERN) LTD

## **Inventory of Jobs**

The following are the types of jobs/ tasks that may be encountered while working with Gypsum Drywall.

Administrative/ Shop – Limited to approximately 4 persons

Supervisory – Each site has a Foreman and there is an overall Senior Foreman

Steel Framing – Framing will only occur on high rise and commercial projects, typically a sub-contractor however it may also be performed by Gypsum Drywall employed workers

Drywall Installation – Common to all sites, typically a sub-contractor

Mudding, Taping, Sanding – Common to all sites, typically a sub-contractor

Site Clean Up – General labourer, typically a Gypsum Drywall employee

Driving – Common to all supervisory positions and to any delivery drivers



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## RISK ASSESSMENT MATRIX

Activity	Description	Hazard or Potential	Corrective Action	By Whom
Walking Around Site	Uneven Ground, drop offs	Slips, trips, falls	Use caution	All
			Plan your route	All
			Wear CSA approved footwear at all times	All
			Place caution tape along leading edges	All
			Do not talk on phone or radio while walking	All
	Ice and Snow	Slips, trip and falls	Anticipate snowfall and plan ahead	All
			Shovel snow as soon as practicable	All
			Do not talk on radio or phone while walking	All
			Ensure scrap and debris is picked up	All
	Scrap, debris	Slips, trips and falls	All scrap and debris in dumpster as provided	All
			Ensure scraps picked up on a regular basis	Supervisor
	Wet and mud	Slips, trips and falls	Assess whether it is safe to move about	All
			Wear appropriate footwear	All
			Plan your route	All
	Holes in ground	Slips, trips and falls	Ensure holes are barricaded or marked with caution tape	Site Staff
			Cover open holes with plywood	Site Staff
	Tools and Equipment	Slips, trips and falls	Keep tools away from doorways, walkways and entrances	All
			Keep tools orderly	All



## RISK ASSESSMENT MATRIX

Activity	Description	Hazard or Potential	Corrective Action	By Whom
Walking Around Site	Extension Cords	Slips, trips and falls	Lay out cords as straight as possible	All
			Avoid laying them on stairways, walkways and ramps	All
			Use shortest/ most practical route	All
			Cover or tape down in traffic areas	All
	Materials on the ground	Slips, trips and falls	All unused material to be stacked and stored neatly	All
			All used or scrap material to be disposed of	All
	Moving equipment	Being struck or run over	Stay clear of moving equipment	All
			Do not talk on phone or radio near moving vehicles	All
			Be vigilant, watch for moving vehicles	All
	Equipment Swings	Being struck	Stay clear of excavators and hoisting rigs	All
Stay clear of material being hoisted			All	
Vehicles and equipment can move at any time			All	
Manual Lifting	Lifting Improperly. Lifting too much, not taking time, improper carriage	Strains, sprains and tears	Always lift with legs, keep back straight	All
			Never lift more than half your body weight unassisted	All
			Turn feet, not trunk	All
	Obstructed vision	Slips, trips and falls	Ensure you can see ahead	All
			Do not let object obstruct your vision	All



## RISK ASSESSMENT MATRIX

Activity	Description	Hazard or Potential	Corrective Action	By Whom		
Manual Lifting	Pulling or pushing a heavy load	Sprains, sprains and tears	Do not struggle with a lift or load – get help	All		
			Avoid bending or twisting	All		
	Sharp edges, debris on surface, rough material	Cuts, scrapes, bruises	Assess material first – look for hazards Wear adequate PPE – gloves Clean off material before lifting	All All All		
Working at heights	Climbing ladders	Slips, trips and falls	Ensure footwear is not wet or muddy	All		
			Ensure ladder/ lift is free of debris, ice and snow	All		
			Do not carry material in your hands while climbing	All		
Working at heights	Ladders – improper use or damaged	Falls	Find alternate means for access and egress	All		
			Ladder must be secured at top	All		
			Ladder must extend 1 meter past top	All		
			Do not use bent, damaged or painted ladders	All		
			Secure base if slip is possible	All		
			Maintain 3 points of contact when ascending/descending	All		
			Follow manufacturers specifications	All		
			Only arms should extend beyond rails	All		
			Open Stairways	Falls	Install guard rails and safety barriers	All
			Scaffolding Set Up and Use	Falls	Assemble scaffold as per manufacturers instructions	All
Use guard rails at 3m or higher	All					
Never use bent or broken equipment	All					



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## RISK ASSESSMENT MATRIX

Activity	Description	Hazard or Potential	Corrective Action	By Whom
Working at heights	Scaffolding set up and use	Falls	<p>Erect or dismantle one section at a time</p> <p>Always lock and block wheels</p> <p>Never move scaffolding with someone on the scaffold</p> <p>Never work from scaffold ladder</p> <p>Make sure ground is level and free of debris before starting work</p> <p>Always use Green, Yellow and Red tags where applicable. Tags must be signed every 21 days or when scaffold is moved</p>	<p>All</p> <p>All</p> <p>All</p> <p>All</p> <p>All</p> <p>All</p>
Material falls from overhead	Planking	Falls	<p>Only use planks that are manufactured for walking on</p> <p>Never use lumber, joists or beams as planks</p> <p>If your plank will not reach, scaffold or platform may be required</p>	<p>All</p> <p>All</p> <p>All</p>
Material falls from overhead	Drywall, shingle, and siding scrap	Injury	<p>Be vigilant in areas where overhead work is being conducted</p> <p>Drywall scrap can only be thrown from the building if the area around the bin is cordoned and clearly marked. Appropriate signage warning all workers of overhead debris is required. Use of a spotter on the ground is required</p>	<p>All</p> <p>Foreman</p>
Chemicals	Cleaning with	Injury	Read all labels, adhere to manufacturers	All





## RISK ASSESSMENT MATRIX

	controlled products		specifications Always refer to MSDS for PPE and precautions in handling	All
<b>Activity</b>	<b>Description</b>	<b>Hazard or Potential</b>	<b>Corrective Action</b>	<b>By Whom</b>
Working with propane	Set up, moving cylinders	Explosion and fire	Propane cylinders must be secured in upright position Valves and caps must be in good condition Do not store near sources of heat or ignition No smoking anywhere near cylinders Check for leaks	All All All All All
Air compressors	Using compressor for tools and equipment	Explosion, injury caused by shrapnel, flying parts	All parts must be compatible and used in accordance with manufacturers specifications Pressure and release valves must be present and in working order All hoses and connections must be free of defects Inspect all parts, replace those that are damaged	All All All All
Sanding, Insulation, Texturing	Dust, fiberglass and chemical irritants	Eye injuries, respiratory hazards	Always wear dust masks and respirators with a minimum N95 rating Ensure there is adequate ventilation Always wear eye protection Ensure signage is posted to advise other trades of the risk that is present	All All All Foreman
Noise	Tools, compressors, machinery, equipment	Hearing degradation or loss, inability to hear warning or	Ensure that you are not exposed beyond Occupational Exposure Limits (OEL) – See OH&S Code for specifications	All



## RISK ASSESSMENT MATRIX

Activity	Description	Hazard or Potential	distress calls	If normal conversation is not possible – it is too loud	All
	Description	Hazard or Potential		Corrective Action	By Whom
Temperatures	Heat	Heat stroke, heat exhaustion, dehydration, fatigue, sun burn		Consume as much water as desired – water needs to be readily available Limit full sun exposure – use sunscreen Take breaks as necessary out of the sun Monitor your behavior and that of other workers for signs of fatigue or inattentiveness – these are symptoms of heat exhaustion	All All All All
	Cold	Inattention, frostbite, wind burn, dehydration		Dress warmly and in layers in order to ensure ventilation Keep exposed skin to as minimum Limit exposure periods to extreme cold Ensure that you can work safely under these conditions Consume as much liquid as desired – dehydration in cold temperatures is as serious as it is in hot temperatures Wear hardhat liners and insulated footwear Areas previously affected by frostbite will refreeze quickly – monitor yourself and others Ensure that recommended exposure limits are communicated to all workers	All All All All All All All
Weather	Rain, Drizzle		Slips, trips, falls,	Surfaces can be slippery – ensure that proper	All



## RISK ASSESSMENT MATRIX

Conditions	limited visibility	footwear is worn Ensure that surfaces are safe to work on	All
<b>Activity</b>	<b>Description</b>	<b>Corrective Action</b>	<b>By Whom</b>
Weather Conditions	Snow Hazard or Potential Slips, trips, falls, reduced visibility	Surfaces may be slippery – ensure that areas are safe to work in Road conditions may limit travel – choose routes based on conditions Visibility may be limited by blowing snow – limit driving or movement in these conditions	All All All
	Fog	Fog conditions can cause reduced visibility – ensure that routes are selected based on visibility, limit travel where practicable	All
	Wind	Eye injury due to flying debris is possible – eye protection should be worn Material may come free from roofs – be vigilant Calls for help may not be easy to hear in these conditions – be attentive	All All All
Confined Space	Areas that present difficulty in rescue	Confined space work is by permit only A code of practice must be followed Safe work permit from the Safety Officer is required prior to start	All All All
Rigging and Hoisting	Load can drop or hit persons or structures	Never hoist in windy conditions Ensure visual contact between operator, signal	All All



## RISK ASSESSMENT MATRIX

				man and any other persons present	
Sickness	Colds, Flu		Inattentiveness, fatigue	Hand washing is critical. Any persons on medication should be closely monitored.	All
<b>Activity</b>	<b>Description</b>	<b>Hazard or Potential</b>	<b>Corrective Action</b>	<b>By Whom</b>	
Working Alone	Any work on site where no others are immediately present	Delayed assistance or recovery	A communication plan with Foreman must be established and agreed upon prior to starting work A working radio or cellular device must be present Contact every two hours minimum First aid kit in the immediate area	Foreman All All All	
Ventilation	Painting, texturing, sanding	Respiratory hazards	Ensure proper ventilation at all times Ensure positive air pressure in present forcing fumes outward Wear masks and respirators as required by conditions	All All All	
Power Tools	Chop saw, skill saws, reciprocating saws, jig saws	Cuts, Severs, kickback	Inspect all tools prior to use Ensure lock out tag out for defective tools Ensure blades, guards and cords are all in good order prior to starting work Only use tools as intended Proper PPE must be worn including hearing protection when applicable	All All All All All	
Explosive actuated tools	Hilti, Ramset	Noise, debris, shrapnel	Only trained operators may handle these tools Use as per manufacturers specifications only Never carry a loaded tool Proper PPE at all times	All All All All	



## RISK ASSESSMENT MATRIX

Activity	Description	Hazard or Potential	Use the correct shot based on the task	All
Other	Urine and feces	Infection	Avoid shooting into knots, nails or surfaces that will alter penetration	All
			Return tools to lock up when done	All
			<b>Corrective Action</b>	<b>By Whom</b>
			Toilets are provided on site and will be used	All
			Urinating and defecating in areas other than assigned toilets will be grounds for dismissal	All
	Personal Problems (marital, financial, etc..)	Frustration, inattentiveness	Monitor workers for signs of depression or malaise that may be related to issues off site	All
			Speak with employees to see if they need assistance or if they need to see a professional counsellor	All
			Time away from work may be required	All
	Violence, harassment	Bodily injury, lost time, property damage	Workplace violence of any kind will not be tolerated	All
			Bullying, abuse and threats will not be tolerated	All
			Ensure employees are aware of the requirement to report these incidents	All
			Foreman should be prepared to intervene and ensure the safety of all employees	Foreman



## Formal hazard assessment and control

Job/position/work type: Driving		Date of assessment: Jan 2019				
Assessment performed by: CSO		Reviewed/revised: 1 June 2021				
Tasks (List all tasks/activities of the job/position)	Hazards (List all existing and potential health and safety hazards)	Severity S	Likelihood L	Risk R	Controls (List the controls for each hazard: Elimination, Engineering, Administrative, Personal Protective Equipment)	Date implemented:
Lifting or moving boxes	Potential muscle-skeletal injury	3	2	6	<ul style="list-style-type: none"> <li>Stretching to avoid injury at the start of the day</li> <li>Proper technique for lifting</li> <li>Use Forklift, pallet jack or other mechanical aid</li> </ul>	
Driving	Potential muscle-skeletal injury, potential traumatic injury	3	2	6	<ul style="list-style-type: none"> <li>Use defensive driving techniques at all times</li> <li>Remain vigilant to risks associated with other drivers</li> <li>Remain vigilant to road and weather conditions</li> <li>Avoid driving if tired or unwell</li> </ul>	
Loading/ unloading vehicles	Risk of cuts on metal Potential muscle-skeletal injury	2	2	4	<ul style="list-style-type: none"> <li>Stretching to avoid injury at the start of the day</li> <li>Proper technique for lifting</li> <li>Use Forklift, pallet jack or other mechanical aid</li> <li>Wear protective gloves</li> </ul>	
Use of fuels, hydrocarbons	Potential for chemical exposure Risk of burns	3	1	3	<ul style="list-style-type: none"> <li>Work in a ventilated area</li> <li>Wear protective eyewear</li> <li>Wear gloves</li> </ul>	

<p><b>Severity:</b> How serious could the consequences be?  <b>3</b> – it could kill you or cause a permanent disability, today or over time.  <b>2</b> – it could send you to the hospital.  <b>1</b> – it could make you uncomfortable.</p>	<p><b>Likelihood:</b> How likely is it going to happen?  <b>3</b> – It is highly likely.  <b>2</b> – It might happen.  <b>1</b> – It is unlikely.</p>	<p><b>Risk:</b> Calculate the risk of hazards to prioritize preventive actions.  Severity x Likelihood = Risk</p>
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## Formal hazard assessment and control

Job/position/work type: Driving		Date of assessment: Jan 2019				
Assessment performed by: CSO		Reviewed/revised: 1 June 2021				
Tasks (List all tasks/activities of the job/position)	Hazards (List all existing and potential health and safety hazards)	Severity S x L = R	Likelihood	Risk	Controls (List the controls for each hazard: Elimination, Engineering, Administrative, Personal Protective Equipment)	Date implemented:
Lifting or moving boxes	Potential muscle-skeletal injury	3	2	6	<ul style="list-style-type: none"> <li>Stretching to avoid injury at the start of the day</li> <li>Proper technique for lifting</li> <li>Use Forklift, pallet jack or other mechanical aid</li> </ul>	
Driving	Potential muscle-skeletal injury, potential traumatic injury	3	2	6	<ul style="list-style-type: none"> <li>Use defensive driving techniques at all times</li> <li>Remain vigilant to risks associated with other drivers</li> <li>Remain vigilant to road and weather conditions</li> <li>Avoid driving if tired or unwell</li> </ul>	
Loading/ unloading vehicles	Risk of cuts on metal Potential muscle-skeletal injury	2	2	4	<ul style="list-style-type: none"> <li>Stretching to avoid injury at the start of the day</li> <li>Proper technique for lifting</li> <li>Use Forklift, pallet jack or other mechanical aid</li> <li>Wear protective gloves</li> </ul>	
Use of fuels, hydrocarbons	Potential for chemical exposure Risk of burns	3	1	3	<ul style="list-style-type: none"> <li>Work in a ventilated area</li> <li>Wear protective eyewear</li> <li>Wear gloves</li> </ul>	



<p><b>Severity:</b> How serious could the consequences be?  <b>3</b> – It could kill you or cause a permanent disability, today or over time.  <b>2</b> – It could send you to the hospital.  <b>1</b> – It could make you uncomfortable.</p>	<p><b>Likelihood:</b> How likely is it going to happen?  <b>3</b> – It is highly likely.  <b>2</b> – It might happen.  <b>1</b> – It is unlikely.</p>	<p><b>Risk:</b> Calculate the risk of hazards to prioritize preventive actions.  Severity x Likelihood = Risk</p>
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## Formal hazard assessment and control

Job/position/work type: Mudding, Taping, Sanding		Date of assessment: Jan 2019				
Assessment performed by:		Reviewed/revised: 1 June 2021				
Tasks (List all tasks/activities of the job/position)	Hazards (List all existing and potential health and safety hazards)	Severity S x L = R	Likelihood	Risk	Controls (List the controls for each hazard: Elimination, Engineering, Administrative, Personal Protective Equipment)	Date implemented:
Lifting, moving material	Lifting - Muscle-skeletal injuries	1	2	2	<ul style="list-style-type: none"> <li>Pre-position materials ahead of time</li> <li>Use lifting device if available</li> <li>Use brace/ back support</li> </ul>	
Mudding, Taping	Falls, material in eyes, respiratory issues	2	2	4	<ul style="list-style-type: none"> <li>Use fall protection equipment</li> <li>Have a fall protection plan in place</li> <li>Proper ladder/ bench use</li> <li>PPE to include eye wear, gloves if necessary, mask if necessary</li> </ul>	
Sanding	Material in eyes, respiratory issues	2	2	4	<ul style="list-style-type: none"> <li>Use proper PPE</li> <li>Ballistic eyewear</li> <li>Minimum Type 95 mask to block silica particulate inhalation</li> </ul>	
Use of power tools	Impact injuries, electrocution, exposure to noise	2	2	4	<ul style="list-style-type: none"> <li>Use proper PPE</li> <li>Ballistic eyewear, ear protection</li> </ul>	
<b>Severity:</b> How serious could the consequences be? <b>3</b> – It could kill you or cause a permanent disability, today or over time. <b>2</b> – It could send you to the hospital. <b>1</b> – It could make you uncomfortable.		<b>Likelihood:</b> How likely is it going to happen? <b>3</b> – It is highly likely. <b>2</b> – It might happen. <b>1</b> – It is unlikely.		<b>Risk:</b> Calculate the risk of hazards to prioritize preventive actions. Severity x Likelihood = Risk		



## Formal hazard assessment and control

Job/position/work type: OFFICE AND WAREHOUSE		Date of assessment: Jan 2019				
Assessment performed by:		Reviewed/revised: 1 June 2021				
Tasks (List all tasks/activities of the job/position)	Hazards (List all existing and potential health and safety hazards)	Severity S x L = R	Likelihood	Risk	Controls (List the controls for each hazard: Elimination, Engineering, Administrative, Personal Protective Equipment)	Date implemented:
Lifting or moving boxes	Potential muscle-skeletal injury	3	2	6	<ul style="list-style-type: none"> <li>Stretching to avoid injury at the start of the day</li> <li>Proper technique for lifting</li> <li>Use Forklift, pallet jack or other mechanical aid</li> </ul>	
Removing items from shelves	Potential muscle-skeletal injury	3	2	6	<ul style="list-style-type: none"> <li>Stretching to avoid injury at the start of the day</li> <li>Proper technique for lifting</li> <li>Use Forklift, pallet jack or other mechanical aid</li> </ul>	
Loading/ unloading vehicles	Risk of cuts on metal Potential muscle-skeletal injury	2	2	4	<ul style="list-style-type: none"> <li>Stretching to avoid injury at the start of the day</li> <li>Proper technique for lifting</li> <li>Use Forklift, pallet jack or other mechanical aid</li> <li>Wear protective gloves</li> </ul>	
Use of fuels, hydrocarbons	Potential for chemical exposure Risk of burns	3	1	3	<ul style="list-style-type: none"> <li>Work in a ventilated area</li> <li>Wear protective eyewear</li> <li>Wear gloves</li> </ul>	
Use of photocopier toner	Potential for chemical exposure	2	3	6	<ul style="list-style-type: none"> <li>Use material as per manufacturers specifications</li> <li>Ensure used toner is stored in a re-sealable bag and disposed of</li> </ul>	

					<ul style="list-style-type: none"> <li>immediately</li> <li>Ensure that only qualified persons replace the cartridges</li> </ul>	
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<p><b>Severity:</b> How serious could the consequences be?  <b>3</b> – It could kill you or cause a permanent disability, today or over time.  <b>2</b> – It could send you to the hospital.  <b>1</b> – It could make you uncomfortable.</p>	<p><b>Likelihood:</b> How likely is it going to happen?  <b>3</b> – It is highly likely.  <b>2</b> – It might happen.  <b>1</b> – It is unlikely.</p>	<p><b>Risk:</b> Calculate the risk of hazards to prioritize preventive actions.  Severity x Likelihood = Risk</p>
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## Formal hazard assessment and control

Job/position/work type: SITE CLEAN UP – SITE DELIVERY		Date of assessment: Jan 2019			
Assessment performed by:		Reviewed/revised: 1 June 2021			
Tasks (List <b>all</b> tasks/activities of the job/position)	Hazards (List <b>all</b> existing and potential health and safety hazards)	Severity	Likelihood	Controls (List the controls for each hazard: Elimination, Engineering, Administrative, Personal Protective Equipment)	Date implemented:
		S x L = R	Risk		
Vehicle Use	Backing up accidents	3	1 3	<ul style="list-style-type: none"> <li>• Be aware of site movement plan</li> <li>• Wear Hi Vis PPE</li> <li>• Use guide as required</li> </ul>	
Lifting, moving material	Muscle-skeletal injuries	2	2 4	<ul style="list-style-type: none"> <li>• Exercise caution when lifting</li> <li>• Stretch ahead of work to avoid injury</li> <li>• Wear brace/ back support as required</li> </ul>	
Work on uneven ground	Risk of muscle-skeletal injuries Risk of injury by other moving equipment	2	2 4	<ul style="list-style-type: none"> <li>• Examine route ahead of time</li> <li>• Wear proper PPE footwear</li> <li>• Wear Hi Vis PPE</li> </ul>	
Movement of hazardous/flammable materials	Risk of burns Risk of respiratory illness Risk of exposure	2	1 2	<ul style="list-style-type: none"> <li>• Review applicable MSDS info</li> <li>• Handle material in accordance with MSDS info</li> <li>• Wear applicable PPE</li> </ul>	

  

<b>Severity:</b> How serious could the consequences be? <b>3</b> – It could kill you or cause a permanent disability, today or over time. <b>2</b> – It could send you to the hospital. <b>1</b> – It could make you uncomfortable.	<b>Likelihood:</b> How likely is it going to happen? <b>3</b> – It is highly likely. <b>2</b> – It might happen. <b>1</b> – It is unlikely.	<b>Risk:</b> Calculate the risk of hazards to prioritize preventive actions. Severity x Likelihood = Risk
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## Formal hazard assessment and control

Job/position/work type: STEEL FRAMING		Date of assessment: Jan 2019					
Assessment performed by:		Reviewed/revised: 1 June 2021					
Tasks (List all tasks/activities of the job/position)	Hazards (List all existing and potential health and safety hazards)	Severity		Likelihood	Risk	Controls (List the controls for each hazard: Elimination, Engineering, Administrative, Personal Protective Equipment)	Date implemented:
		S	x L = R				
Lifting, moving steel studs	Lifting - Muscle-skeletal injuries	1	2	2	2	<ul style="list-style-type: none"> <li>• Two person lift</li> <li>• Use lifting device if available</li> <li>• Use brace/ back support</li> </ul>	
Cutting steel studs	Cuts, eye injuries, respiratory, exposure to noise	2	2	4	4	<ul style="list-style-type: none"> <li>• Pre-cut material prior to delivery</li> <li>• PPE to include eye wear, gloves if necessary, ear protection, mask if necessary</li> </ul>	
Installing steel studs	Cuts, eye injuries, exposure to noise	2	2	4	4	<ul style="list-style-type: none"> <li>• Use proper PPE</li> <li>• Ballistic eyewear, ear protection</li> </ul>	
Use of power tools	Impact injuries, electrocution, exposure to noise	2	2	4	4	<ul style="list-style-type: none"> <li>• Use proper PPE</li> <li>• Ballistic eyewear, ear protection</li> </ul>	
Use of powder actuated tools	Impact injuries, shrapnel, blast injures, exposure to noise	3	2	6	6	<ul style="list-style-type: none"> <li>• Must be qualified on tools</li> <li>• Use proper PPE</li> <li>• Ballistic eyewear, ear protection</li> </ul>	
<b>Severity:</b> How serious could the consequences be? <b>3</b> – It could kill you or cause a permanent disability, today or over time. <b>2</b> – It could send you to the hospital. <b>1</b> – It could make you uncomfortable.		<b>Likelihood:</b> How likely is it going to happen? <b>3</b> – It is highly likely. <b>2</b> – It might happen. <b>1</b> – It is unlikely.		<b>Risk:</b> Calculate the risk of hazards to prioritize preventive actions. Severity x Likelihood = Risk			



## Formal hazard assessment and control

Job/position/work type: STRAPPING AND TYING DOWN LOADS		Date of assessment: Jan 2019				
Assessment performed by:		Reviewed/revised: 1 June 2021				
Tasks (List all tasks/activities of the job/position)	Hazards (List all existing and potential health and safety hazards)	Severity	Likelihood	Risk	Controls (List the controls for each hazard: Elimination, Engineering, Administrative, Personal Protective Equipment)	Date implemented:
Loading materials	Muscle-skeletal injury Eye injury	2	2	4	<ul style="list-style-type: none"> <li>Exercise caution loading vehicles</li> <li>Use help or lifting devices where applicable</li> </ul>	
Tying Down Materials	Muscle skeletal injury Eye injury	2	2	4	<ul style="list-style-type: none"> <li>Follow manufacturers specifications</li> <li>Use PPE as required, gloves, eyewear</li> </ul>	
Driving Vehicle	Various injuries	1	1	1	<ul style="list-style-type: none"> <li>Follow manufacturer's instructions</li> <li>Employee Defensive Driving Techniques at all times</li> </ul>	



## Formal hazard assessment and control

Job/position/work type: Supervisory		Date of assessment: Jan 2019				
Assessment performed by:		Reviewed/revised: 1 June 2021				
Tasks (List all tasks/activities of the job/position)	Hazards (List all existing and potential health and safety hazards)	Severity S x L = R	Likelihood	Risk	Controls (List the controls for each hazard: Elimination, Engineering, Administrative, Personal Protective Equipment)	Date implemented:
Lifting or moving boxes	Potential muscle-skeletal injury	3	2	6	<ul style="list-style-type: none"> <li>Stretching to avoid injury at the start of the day</li> <li>Proper technique for lifting</li> <li>Use Forklift, pallet jack or other mechanical aid</li> </ul>	
Driving	Potential muscle-skeletal injury, potential traumatic injury	3	2	6	<ul style="list-style-type: none"> <li>Use defensive driving techniques at all times</li> <li>Remain vigilant to risks associated with other drivers</li> <li>Remain vigilant to road and weather conditions</li> <li>Avoid driving if tired or unwell</li> </ul>	
Loading/ unloading vehicles	Risk of cuts on metal Potential muscle-skeletal injury	2	2	4	<ul style="list-style-type: none"> <li>Stretching to avoid injury at the start of the day</li> <li>Proper technique for lifting</li> <li>Use Forklift, pallet jack or other mechanical aid</li> <li>Wear protective gloves</li> </ul>	
Use of fuels, hydrocarbons	Potential for chemical exposure Risk of burns	3	1	3	<ul style="list-style-type: none"> <li>Work in a ventilated area</li> <li>Wear protective eyewear</li> <li>Wear gloves</li> </ul>	
Use of photocopier toner	Potential for chemical exposure	2	3	6	<ul style="list-style-type: none"> <li>Use material as per manufacturers specifications</li> </ul>	



							<ul style="list-style-type: none"> <li>• Ensure used toner is stored in a re-sealable bag and disposed of immediately</li> <li>• Ensure that only qualified persons replace the cartridges</li> </ul>	
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<p><b>Severity:</b> How serious could the consequences be?  <b>3</b> – It could kill you or cause a permanent disability, today or over time.  <b>2</b> – It could send you to the hospital.  <b>1</b> – It could make you uncomfortable.</p>	<p><b>Likelihood:</b> How likely is it going to happen?  <b>3</b> – It is highly likely.  <b>2</b> – It might happen.  <b>1</b> – It is unlikely.</p>	<p><b>Risk:</b> Calculate the risk of hazards to prioritize preventive actions.  Severity x Likelihood = Risk</p>
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## Formal hazard assessment and control

Job/position/work type: WORKING AROUND FORKLIFTS				Date of assessment: Jan 2019		
Assessment performed by:				Reviewed/revised: 1 June 2021		
Tasks (List all tasks/activities of the job/position)	Hazards (List all existing and potential health and safety hazards)	Severity	Likelihood	Risk	Controls (List the controls for each hazard: Elimination, Engineering, Administrative, Personal Protective Equipment)	Date implemented:
Loading and unloading material	<ul style="list-style-type: none"> <li>Potential to be hit by vehicle</li> <li>Stuck by loads</li> <li>Falling material</li> </ul>	3	2	6	<ul style="list-style-type: none"> <li>Exercise caution when moving materials</li> <li>Advise all operators of your location</li> <li>Wear Hi Vis PPE all times</li> <li>No usage of radios or cell phones that may impede direct communications with forklift operator</li> </ul>	