# FIELD LEVEL HAZARD ASSESSMENT (FLHA)

Business name

Document: FLHA-001 Rev 1
Assessed: 2026-11-09 17:46
Valid for this shift / task only
Highest risk after controls: Medium

## 1. BUSINESS AND JOB DETAILS

| | | | |
|---|---|---|---|
| **Job** | Hang doors and fit hardware | **Start date** | Nov 9, 2026 |
| **Working hours** | 7:00 am to 3:30 pm | **Trade** | Carpentry |

## 2. JOB STEPS, HAZARDS AND CONTROLS

| # | Job step | Hazards | Risk before | Controls | Risk after | Responsible |
|---|---|---|---|---|---|---|
| 1 | Set up a work area away from occupants and walkways | Working in an occupied home or building<br>Slips and trips | **Medium Possible / Lost time injury** | 1.1 Plan noisy, dusty or risky work for when the building is empty. [Elimination]<br>1.2 Close off the work area with barriers, plastic sheeting or locked doors, and put up signs. [Engineering (guarding)]<br>1.3 Keep fire exits and paths clear at all times. [Administrative]<br>1.4 Tell occupants before you turn off power, water or gas, and before noisy or dusty work. [Administrative]<br>1.5 Lock away tools, chemicals and materials each day, out of reach of children. [Administrative]<br>1.6 Clean up dust and debris at the end of each day. [Administrative]<br>1.7 Plan walkways and keep them clear of materials, hoses and leads. [Elimination]<br>1.8 Run leads and hoses overhead on hooks or stands, or along walls, not across walkways. [Engineering]<br>1.9 Fill or cover holes, and lay boards or mats on muddy access paths. [Engineering]<br>1.10 Clean up offcuts, packaging and spills as you go, not at the end of the day. [Administrative]<br>1.11 Keep work areas, stairs and access paths well lit. [Administrative]<br>1.12 Wear safety boots with good grip, laced up. [PPE] | **Low Unlikely / Minor injury** | Site supervisor |
| 2 | Remove old doors and frames, checking old paint for lead | Lead paint dust and fumes<br>Lifting and carrying heavy loads<br><br>Rules: Provincial OHS regulation, lead | **High Possible / Serious injury** | 2.1 Test old paint for lead before you sand, scrape, cut or heat it. [Elimination]<br>2.2 Use wet scraping, chemical strippers or shrouded tools with extraction instead of dry sanding. Never burn off lead paint with an open flame. [Substitution]<br>2.3 Seal off the work area with plastic sheeting and keep residents, children and pets out. [Engineering (guarding)]<br>2.4 Clean up with a HEPA vacuum and wet wipes. Never dry sweep. [Engineering]<br>2.5 Wash hands and face before eating, drinking or smoking. Change out of dusty clothes before going home. | **Medium Unlikely / Lost time injury** | Site supervisor |

| # | Job step | Hazards | Risk before | Controls | Risk after | Responsible |
|---|---|---|---|---|---|---|
| | | | | [Administrative]<br>2.6 Wear a fit-tested respirator with P100 filters, disposable coveralls and gloves. [PPE]<br>2.7 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination]<br>2.8 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution]<br>2.9 Lifting and carrying heavy loads: see step 4 for the full controls [Administrative] | | |
| 3 | Trim doors to size and rout hinges with dust extraction | Saw cuts and kickback<br>Wood and MDF dust<br>Injury from power tools<br>Loud noise | **High**<br>**Possible / Serious injury** | 3.1 Keep blade guards fitted and working, and use the riving knife on table saws. [Engineering]<br>3.2 Use push sticks and clamps, and support long pieces so they do not pinch the blade. [Engineering]<br>3.3 Use a sharp, undamaged blade made for the material. [Administrative]<br>3.4 Stand to one side of the blade line, out of the kickback path. [Administrative]<br>3.5 Buy pre-cut or pre-finished timber where you can. [Substitution]<br>3.6 Cut outdoors or in a well-ventilated area away from others. [Engineering (guarding)]<br>3.7 Use saws and sanders with dust collection connected to a HEPA vacuum. [Engineering]<br>3.8 Clean up with a vacuum, not a broom or compressed air. [Administrative]<br>3.9 Keep all guards fitted and working. Never tie back or remove a guard. [Engineering]<br>3.10 Clamp or secure the work piece. Do not hold it by hand. [Engineering]<br>3.11 Only trained, competent people use power tools, following the maker's instructions. [Administrative]<br>3.12 Check tools before use. Unplug or remove the battery before changing blades or bits. [Administrative]<br>3.13 Use quieter tools and methods, such as cut-to-size materials, low-noise machines and battery tools. [Substitution]<br>3.14 Keep noisy equipment away from work areas, and use screens or distance between the noise and people. [Engineering (guarding)]<br>3.15 Keep tools maintained and use mufflers on compressors and generators. [Engineering]<br>3.16 Limit time on noisy tools and rotate workers. [Administrative] | **Medium**<br>**Unlikely / Serious injury** | Site supervisor |
| 4 | Hang the door with help, as solid and fire doors are heavy | Lifting and carrying heavy loads<br>Repetitive work and awkward postures | **High**<br>**Likely / Lost time injury** | 4.1 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] | **Medium**<br>**Unlikely / Lost time injury** | Site supervisor |

| # | Job step | Hazards | Risk before | Controls | Risk after | Responsible |
|---|---|---|---|---|---|---|
| | | | | 4.2 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution]<br>4.3 Use trolleys, pallet jacks, hoists, vacuum lifters or equipment instead of carrying by hand. [Engineering]<br>4.4 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative]<br>4.5 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative]<br>4.6 Rotate tasks and take breaks on long lifting jobs. [Administrative]<br>4.7 Wear gloves for grip and safety boots to protect your feet. [PPE]<br>4.8 Use tools that cut the effort: powered screwdrivers, long-handled tools and extension poles for overhead work. [Substitution]<br>4.9 Set work up at waist height on benches or trestles where you can. [Engineering]<br>4.10 Use light tools with good grips, and keep blades and bits sharp. [Engineering]<br>4.11 Rotate tasks and take short breaks every hour on repetitive work. [Administrative]<br>4.12 Warm up before heavy physical work and report aches and pains early. [Administrative]<br>4.13 Wear knee pads for kneeling work and gloves for grip. [PPE] | | |
| 5 | Fit locks and closers, test operation and clean up | Injury from power tools<br>Poor housekeeping and waste | **Medium Possible / Lost time injury** | 5.1 No loose clothing, jewellery or long hair near spinning parts. [Administrative]<br>5.2 Wear safety glasses and hearing protection. Do not wear loose gloves on drills or other rotating tools. [PPE]<br>5.3 Injury from power tools: see step 3 for the full controls [Administrative]<br>5.4 Order materials to size and send packaging back where you can. [Elimination]<br>5.5 Put waste bins and chutes close to the work. [Engineering]<br>5.6 Clean as you go, and do a full clean up at the end of each day. [Administrative]<br>5.7 Keep exits, stairs and walkways clear at all times. [Administrative]<br>5.8 Stack materials neatly on level ground, away from edges. [Administrative]<br>5.9 Wear gloves when handling waste. [PPE] | **Medium Unlikely / Lost time injury** | Site supervisor |

Risk key: risk = likelihood x consequence on a 5 x 5 matrix. Low, Medium, High, Critical. Work must not start while the risk after controls is high or above. Controls are listed in order of the hierarchy of controls: Elimination, Substitution, Engineering (guarding), Engineering, Administrative, PPE.

## 3. PPE AND PERMITS

| Required PPE | Permits and plans |
|---|---|
| CSA green triangle safety boots (CSA Z195)<br>Safety glasses (CSA Z94.3)<br>N95 respirator<br>Hearing protection<br>Respirator fit tested to CSA Z94.4 (P100 for dust, or the type the air test calls for)<br>Coveralls<br>Work gloves<br>Knee pads | None required |

## 4. PLANT AND EQUIPMENT

| Plant / equipment | Licence or training needed | Inspection needed | Rego / ID | Last inspected | Certificate / report |
|---|---|---|---|---|---|
| Power drill | | | | | |
| Router | | | | | |
| Circular saw | | | | | |
| Hand tools | | | | | |

## 5. CREW COMPETENCY, TICKETS AND LICENCES

Crew listed at sign-on below, with ticket and licence numbers.

## 6. EMERGENCY ARRANGEMENTS

| | | | |
|---|---|---|---|
| **Emergency number** | 911 | **First aid kit** | In the work vehicle |
| **Fire extinguisher** | In the work vehicle | **Alarm and evacuation** | Shout for help and stop work. Make the area safe and go to the assembly point. Call the emergency number and send someone to meet the ambulance. |
| **Reporting incidents** | Report serious incidents to the provincial regulator as required. | | |

## 7. MONITORING, REVIEW AND LEGAL BASIS

The supervisor and crew review this assessment at the start of the shift, whenever the task, crew or conditions change, and before any new work process starts. Re-assess and initial the changes below.

Legal basis: Provincial occupational health and safety law (e.g. Ontario OHSA and O. Reg. 213/91, BC OHS Regulation, Alberta OHS Code). Employers must identify hazards before work starts and control them, and workers must be told about them. A field level hazard assessment is done on site, at the start of each shift or task, and reviewed again when conditions change.

Keep completed hazard assessments for at least 3 years (COR auditors sample the last 12 months). Review this FLHA and re-sign whenever the task, crew or conditions change.

## 8. PRE-JOB CHECKS

| Check | Yes | No |
|---|---|---|
| PPE inspected and in good condition | | |
| Tools and equipment inspected | | |
| Permits reviewed and posted | | |
| Locates valid and on site (if digging) | | |
| Barricades or warning ribbon in place | | |
| Muster point and emergency plan reviewed with the crew | | |
| SDS available for products used | | |
| Working alone check-in set up (if anyone works alone) | | |

## 9. RE-ASSESSMENT WHEN CONDITIONS CHANGE

| Time | What changed | New hazards | Controls | Initials |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |

## 10. END OF SHIFT REVIEW

| | | | |
|---|---|---|---|
| **Completed at** | | **Reviewed by** | |
| **Area cleaned up and safe** | | **Permits closed** | |
| **Incidents or near misses** | | **Hazards remaining** | |

## 11. REVISION HISTORY

| Rev | Date | By | What changed |
|---|---|---|---|
| 1 | Nov 9, 2026 | | First issue |
| | | | |

| Rev | Date | By | What changed |
|---|---|---|---|
| | | | |

## 12. SIGN-OFF

| | Name | Signature | Date | |
|---|---|---|---|---|
| **Prepared by** | | | | |
| **Supervisor** | | | | |
| **Prime contractor review** | | | | Accepted for use: Yes / No |

By signing below, each worker confirms they took part in this hazard assessment, it was reviewed with them before work started, and they will follow it. Stop and re-assess if anything changes.

| Name | Role / company | Tickets / licences | Signature | Date |
|---|---|---|---|---|
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| Name | Role / company | Tickets / licences | Signature | Date |
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