FIELD LEVEL HAZARD ASSESSMENT (FLHA)

Business name

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

1. BUSINESS AND JOB DETAILS

Job	Fit baseboard and trims	**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 the saw on a stand in a clear, lit area	Slips and trips Poor lighting and night work	**Medium Possible / Lost time injury**	1.1 Plan walkways and keep them clear of materials, hoses and leads. [Elimination] 1.2 Run leads and hoses overhead on hooks or stands, or along walls, not across walkways. [Engineering] 1.3 Fill or cover holes, and lay boards or mats on muddy access paths. [Engineering] 1.4 Clean up offcuts, packaging and spills as you go, not at the end of the day. [Administrative] 1.5 Keep work areas, stairs and access paths well lit. [Administrative] 1.6 Wear safety boots with good grip, laced up. [PPE] 1.7 Plan work for daylight hours where you can. [Elimination] 1.8 Set up enough temporary lighting for the task, walkways, stairs and access points. [Engineering] 1.9 Aim lights so they do not dazzle plant operators or drivers. [Engineering] 1.10 Check lighting before work starts and carry a flashlight or head lamp. [Administrative] 1.11 Wear hi-vis with reflective tape for night work. [PPE]	**Low Unlikely / Minor injury**	Site supervisor
2	Cut lengths with the guard in place	Saw cuts and kickback Wood and MDF dust Loud noise	**High Possible / Serious injury**	2.1 Keep blade guards fitted and working, and use the riving knife on table saws. [Engineering] 2.2 Use push sticks and clamps, and support long pieces so they do not pinch the blade. [Engineering] 2.3 Use a sharp, undamaged blade made for the material. [Administrative] 2.4 Stand to one side of the blade line, out of the kickback path. [Administrative] 2.5 Let the blade stop fully before reaching in or putting the saw down. [Administrative] 2.6 Buy pre-cut or pre-finished timber where you can. [Substitution] 2.7 Cut outdoors or in a well-ventilated area away from others. [Engineering (guarding)] 2.8 Use saws and sanders with dust collection connected to	**Medium Unlikely / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				a HEPA vacuum. [Engineering] 2.9 Clean up with a vacuum, not a broom or compressed air. [Administrative] 2.10 Wear an N95 respirator for cutting and sanding. [PPE] 2.11 Use quieter tools and methods, such as cut-to-size materials, low-noise machines and battery tools. [Substitution] 2.12 Keep noisy equipment away from work areas, and use screens or distance between the noise and people. [Engineering (guarding)] 2.13 Keep tools maintained and use mufflers on compressors and generators. [Engineering] 2.14 Limit time on noisy tools and rotate workers. [Administrative] 2.15 If you have to shout to be heard 1 metre away, wear hearing protection. [Administrative]		
3	Nail off trims, keeping hands away from the nose of the gun	Nail gun injuries Eye injuries Compressed air	**High Possible / Serious injury**	3.1 Use a nail gun with a sequential (single shot) trigger, not a contact or bump trigger. [Substitution] 3.2 Disconnect the air or battery before clearing jams, adjusting or moving between work areas. [Engineering] 3.3 Keep your free hand at least 30 cm from the nailing point. [Administrative] 3.4 Never point the gun at anyone or carry it with your finger on the trigger. [Administrative] 3.5 Train new users before they use a nail gun, and check for pipes, cables and metal behind the surface. [Administrative] 3.6 Use tool guards and screens to stop flying particles. [Engineering] 3.7 Use dust extraction and water to keep dust out of the air. [Engineering] 3.8 Keep others out of the area when cutting, grinding or chipping. [Administrative] 3.9 Keep an eye wash station or eye wash bottles on site. [Administrative] 3.10 Wear safety glasses at all times, goggles for dust and chemicals, and a face shield for grinding. [PPE] 3.11 Fit whip checks (safety cables) on hose joints and check hoses before use. [Engineering] 3.12 Fit a pressure regulator and keep pressure to the tool's rating. [Engineering] 3.13 Turn off and bleed the line before disconnecting. [Administrative] 3.14 Never use compressed air to clean clothes or skin, or point it at anyone. [Administrative] 3.15 Wear safety glasses and hearing protection. [PPE]	**Medium Unlikely / Serious injury**	Site supervisor
4	Work on knee pads and take breaks from kneeling	Repetitive work and awkward postures	**Medium Possible / Lost time injury**	4.1 Use tools that cut the effort: powered screwdrivers, long-handled tools and extension poles for overhead work. [Substitution]	**Medium Unlikely / Lost time injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				4.2 Set work up at waist height on benches or trestles where you can. [Engineering] 4.3 Use light tools with good grips, and keep blades and bits sharp. [Engineering] 4.4 Rotate tasks and take short breaks every hour on repetitive work. [Administrative] 4.5 Warm up before heavy physical work and report aches and pains early. [Administrative] 4.6 Wear knee pads for kneeling work and gloves for grip. [PPE]		
5	Vacuum dust and pick up nails and offcuts	Poor housekeeping and waste	**Medium Likely / Minor injury**	5.1 Order materials to size and send packaging back where you can. [Elimination] 5.2 Put waste bins and chutes close to the work. [Engineering] 5.3 Clean as you go, and do a full clean up at the end of each day. [Administrative] 5.4 Keep exits, stairs and walkways clear at all times. [Administrative] 5.5 Stack materials neatly on level ground, away from edges. [Administrative] 5.6 Wear gloves when handling waste. [PPE]	**Low Unlikely / Minor 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) Safety glasses (CSA Z94.3) Hearing protection Knee pads High-visibility vest (CSA Z96) N95 respirator Work gloves Safety goggles Face shield	None required

4. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Mitre saw					
Nail gun					

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Air compressor					
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

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

Name	Role / company	Tickets / licences	Signature	Date