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	Site cut and levelling	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Excavation and earthworks

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Get utility locates, check for overhead power lines and plan truck movements	Hitting underground services Contact with overhead power lines Road traffic	**Critical Possible / Fatality**	1.1 Keep machine buckets well clear of marked services and use a spotter. [Engineering (guarding)] 1.2 Scan the area with a cable locator before digging and mark services on the ground. [Engineering] 1.3 Hand expose or hydrovac services before machine digging inside the locate tolerance zone. [Engineering] 1.4 Click Before You Dig: lodge a locate request with your provincial one-call service and wait for the locates. [Administrative] 1.5 Follow your province's ground disturbance rules and keep locate sheets on site. [Administrative] 1.6 Keep plans or locate tickets on site and check them again if the work area grows. [Administrative] 1.7 Ask the utility to de-energize, move or insulate the lines before work starts. [Elimination] 1.8 Use non-conductive (fibreglass) ladders near any power lines. [Substitution] 1.9 Mark the safe distance with flags, tape or goal posts and keep all equipment and people outside it. [Engineering (guarding)] 1.10 Keep to the provincial limits of approach and contact the utility before working near lines. [Administrative] 1.11 Use a dedicated spotter whenever equipment moves or raises anything near lines. [Administrative] 1.12 Treat all lines as live. If equipment touches a line, stay in the cab and keep everyone well away. [Administrative] 1.13 Do the work at low-traffic times, or close the road or lane with approval. [Elimination] 1.14 Put solid barriers between the work and traffic where speeds are high, not just cones. [Engineering (guarding)] 1.15 Use a truck-mounted attenuator or buffer vehicle on high speed roads. [Engineering] 1.16 Set up signs and cones to your provincial traffic control manual, with trained traffic control persons. [Administrative] 1.17 Get a road occupancy permit from the municipality or	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				road authority before you start. [Administrative]		
2	Set up a spotter and exclusion zones for machines	Being hit by heavy equipment	**Critical Possible / Fatality**	2.1 Separate people and equipment with barriers, exclusion zones and marked walkways. [Engineering (guarding)] 2.2 Use equipment with working backup alarms, cameras and lights. [Engineering] 2.3 Have a site traffic plan showing equipment routes, loading areas and pedestrian paths. [Administrative] 2.4 Use a spotter when backing up or working near people. [Administrative] 2.5 Make eye contact with the operator before going near. Stay out of the swing radius. [Administrative] 2.6 Operators are trained and competent for each machine. [Administrative] 2.7 Do a pre-start check on each machine every day and record it. [Administrative] 2.8 Wear hi-vis clothing and a hard hat. [PPE]	**Medium Rare / Fatality**	Site supervisor
3	Cut the site, battering or retaining cut faces	Trench or excavation collapse Structural collapse during alterations Rules: Provincial OHS regulation, excavations and trenches	**Critical Possible / Fatality**	3.1 Use methods that keep people out of the trench, such as directional boring or working from the surface. [Elimination] 3.2 Barricade or cover the excavation so people and equipment cannot fall in. [Engineering (guarding)] 3.3 Shore, slope or use a trench box in any trench deeper than 1.2 metres (1.5 metres in Alberta and Manitoba). [Engineering] 3.4 Keep spoil, materials and equipment at least 1 metre back from the edge. [Engineering] 3.5 Provide a safe way in and out, such as a ladder near where people work. [Engineering] 3.6 Inspect the excavation at the start of each shift and after rain or anything that could weaken it. Record it. [Administrative] 3.7 Never work alone in a trench. Watch for water, cracks and bulging walls, and get out if you see them. [Administrative] 3.8 Wear a hard hat, hi-vis and safety boots. [PPE] 3.9 Get an engineer to check before removing any wall, beam, post or bracing that may be load-bearing. [Elimination] 3.10 Keep everyone clear of the area under and next to the work. [Engineering (guarding)] 3.11 Install temporary props, needles or shoring as designed before removing any support. [Engineering] 3.12 Follow the engineer's sequence. Do not change it without approval. [Administrative] 3.13 Check props daily. Do not remove them until the permanent support is in and approved. [Administrative] 3.14 Wear a hard hat and safety boots. [PPE]	**Medium Rare / Fatality**	Site supervisor
4	Watch neighbouring fences and footings near the cut	Structural collapse during alterations	**High Possible /**	4.1 Structural collapse during alterations: see step 3 for the full controls [Administrative]	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
		Public entering the work area	**Serious injury**	4.2 Fence off the site with secure temporary fencing and lock the gates when you leave. [Engineering (guarding)] 4.3 Give pedestrians a safe, marked path around the work, with ramps for strollers and wheelchairs. [Engineering (guarding)] 4.4 Use hoarding, covered walkways or catch fans where work is above public areas. [Engineering] 4.5 Put signs at each entry: site name, contact number and "No unauthorised entry". [Administrative] 4.6 Make the site safe at the end of each day: cover holes, lower buckets and booms, remove ladders and lock tools away. [Administrative] 4.7 Use a spotter when moving equipment or materials across public paths. [Administrative]		
5	Control dust with water	General dust Silica dust from concrete, brick, stone and tiles Rules: Provincial OHS regulation, silica exposure limits	**Critical Likely / Fatality**	5.1 Use low-dust products, such as dust-reduced or pre-mixed compounds. [Substitution] 5.2 Seal off the work area with plastic sheeting in occupied buildings. [Engineering (guarding)] 5.3 Use tools with dust extraction and a vacuum for clean up. [Engineering] 5.4 Lightly mist the area with water to keep dust down, away from anything electrical. [Engineering] 5.5 Never dry sweep or blow dust off with compressed air. [Administrative] 5.6 Wear a dust mask and safety glasses. [PPE] 5.7 Order materials cut to size, or use low-dust methods such as score and snap or a block splitter. [Substitution] 5.8 Cut outdoors or in a separate area, with other people well away and upwind. [Engineering (guarding)] 5.9 Use water on the blade or on-tool dust extraction connected to a HEPA vacuum. [Engineering] 5.10 Clean up with a vacuum or wet methods. Never dry sweep or use compressed air. [Administrative] 5.11 Have a silica exposure control plan where your province requires one. [Administrative] 5.12 Wear a fit-tested N95 (or better) respirator. [PPE]	**Medium Rare / Fatality**	Site supervisor
6	Load trucks and clean the street	Road traffic Poor housekeeping and waste	**Critical Possible / Fatality**	6.1 Park work vehicles to shield the work zone, with beacons on. [Administrative] 6.2 Wear high-visibility clothing to CSA Z96. [PPE] 6.3 Road traffic: see step 1 for the full controls [Administrative] 6.4 Order materials to size and send packaging back where you can. [Elimination] 6.5 Put waste bins and chutes close to the work. [Engineering] 6.6 Clean as you go, and do a full clean up at the end of each day. [Administrative] 6.7 Keep exits, stairs and walkways clear at all times.	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				[Administrative] 6.8 Stack materials neatly on level ground, away from edges. [Administrative] 6.9 Wear gloves when handling waste. [PPE]		

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) High-visibility vest (CSA Z96) Hard hat (CSA Z94.1) Hearing protection N95 respirator Safety glasses (CSA Z94.3) Respirator fit tested to CSA Z94.4 (P100 for dust, or the type the air test calls for) Work gloves	Ground disturbance permit / locate

4. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Excavator	Provincial operator training				
Skid steer	Provincial operator training				
Dump truck	Provincial driver licence for the vehicle class				
Plate tamper					

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