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	Ductwork installation	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	HVAC

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Set up aerial work platform or platform and close the area below	Aerial work platform tip-over or crush Falling tools and materials Rules: Provincial OHS regulation and CSA B354.7, B354.8	**Critical Possible / Fatality**	1.1 Check the ground before setting up. Use outriggers and spreader pads, and keep clear of trenches, pits and slopes. [Engineering] 1.2 Use a platform with tilt alarm and secondary guarding (anti-entrapment) where there is an overhead crush risk. [Engineering] 1.3 Operators are trained to CSA B354.8 and the manufacturer's instructions, and the platform is inspected to CSA B354.7. [Administrative] 1.4 Do a pre-start check each day. Keep a trained person on the ground who can lower the platform in an emergency. [Administrative] 1.5 Never exceed the safe working load, climb on the rails or use a ladder in the basket. [Administrative] 1.6 In boom-type platforms, wear a harness clipped to the basket anchor point. [PPE] 1.7 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Engineering (guarding)] 1.8 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Engineering] 1.9 Use catch fans, debris netting or covered walkways where people pass below. [Engineering] 1.10 Tether hand tools when working at height. [Engineering] 1.11 Keep platforms tidy. Do not stack materials near edges or above toe board height. [Administrative] 1.12 Lower materials with a hoist, chute or rope. Never throw or drop anything down. [Administrative] 1.13 Wear a hard hat anywhere objects could fall. [PPE]	**Medium Unlikely / Serious injury**	Site supervisor
2	Drill anchors with dust extraction	Silica dust from concrete, brick, stone and tiles Loud noise Rules: Provincial OHS regulation, silica exposure limits	**Critical Likely / Fatality**	2.1 Order materials cut to size, or use low-dust methods such as score and snap or a block splitter. [Substitution] 2.2 Cut outdoors or in a separate area, with other people well away and upwind. [Engineering (guarding)] 2.3 Use water on the blade or on-tool dust extraction connected to a HEPA vacuum. [Engineering]	**Medium Unlikely / Lost time injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				2.4 Clean up with a vacuum or wet methods. Never dry sweep or use compressed air. [Administrative] 2.5 Have a silica exposure control plan where your province requires one. [Administrative] 2.6 Wear a fit-tested N95 (or better) respirator. [PPE] 2.7 Use quieter tools and methods, such as cut-to-size materials, low-noise machines and battery tools. [Substitution] 2.8 Keep noisy equipment away from work areas, and use screens or distance between the noise and people. [Engineering (guarding)] 2.9 Keep tools maintained and use mufflers on compressors and generators. [Engineering] 2.10 Limit time on noisy tools and rotate workers. [Administrative] 2.11 If you have to shout to be heard 1 metre away, wear hearing protection. [Administrative] 2.12 Wear earplugs or earmuffs rated for the noise. [PPE]		
3	Lift duct sections with two people or a duct lifter	Lifting and carrying heavy loads Repetitive work and awkward postures	**High Likely / Lost time injury**	3.1 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 3.2 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 3.3 Use trolleys, pallet jacks, hoists, vacuum lifters or equipment instead of carrying by hand. [Engineering] 3.4 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative] 3.5 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative] 3.6 Rotate tasks and take breaks on long lifting jobs. [Administrative] 3.7 Wear gloves for grip and safety boots to protect your feet. [PPE] 3.8 Use tools that cut the effort: powered screwdrivers, long-handled tools and extension poles for overhead work. [Substitution] 3.9 Set work up at waist height on benches or trestles where you can. [Engineering] 3.10 Use light tools with good grips, and keep blades and bits sharp. [Engineering] 3.11 Rotate tasks and take short breaks every hour on repetitive work. [Administrative] 3.12 Warm up before heavy physical work and report aches and pains early. [Administrative] 3.13 Wear knee pads for kneeling work and gloves for grip. [PPE]	**Medium Unlikely / Lost time injury**	Site supervisor
4	Join and seal ducts, handling	Cuts from sharp edges	**Medium**	4.1 Deburr or cover sharp edges, and fit edge protectors on	**Medium**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
	sharp metal edges with gloves	Hazardous chemicals Rules: WHMIS 2015 and provincial OHS regulation	**Possible / Lost time injury**	exposed sheet metal. [Engineering] 4.2 Use knives with retractable or self-retracting blades. [Engineering] 4.3 Cut away from your body and keep your other hand clear. [Administrative] 4.4 Put used blades in a blade bin or sharps container. [Administrative] 4.5 Use two people to handle large sheets of metal or glass. [Administrative] 4.6 Wear cut-resistant gloves and long sleeves. [PPE] 4.7 Choose the least harmful product that does the job, for example water-based instead of solvent-based. [Substitution] 4.8 Use chemicals in well-ventilated areas, or use fans and extraction in closed rooms. [Engineering] 4.9 Read the Safety Data Sheet (SDS) and WHMIS labels before use. Workers have WHMIS training. [Administrative] 4.10 Keep chemicals in labelled containers. Never decant into drink bottles. [Administrative] 4.11 Store chemicals away from heat, food and drink, and keep products that react with each other apart. [Administrative] 4.12 Have eye wash and a spill kit nearby, and wash hands before eating. [Administrative] 4.13 Wear chemical-resistant gloves and safety glasses or goggles as listed on the SDS. [PPE] 4.14 Use a respirator with the right cartridge if the SDS calls for one. [PPE]	**Unlikely / Lost time injury**	
5	Clean up offcuts and screws	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) Cut-resistant gloves	Fall protection plan

Required PPE	Permits and plans
Safety glasses (CSA Z94.3) Hard hat (CSA Z94.1) N95 respirator Full body harness (fall arrest) High-visibility vest (CSA Z96) Respirator fit tested to CSA Z94.4 (P100 for dust, or the type the air test calls for) Hearing protection Work gloves Knee pads Chemical-resistant gloves Safety goggles Coveralls	

4. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Scissor lift	Provincial aerial work platform operator training (CSA B354.8)	Operator pre-use inspection each shift; periodic inspection and maintenance to CSA B354.7 and the manufacturer			
Platform ladder					
Power drill					
Rotary hammer					
Hand tools					

5. TRAINING REQUIRED FOR THIS WORK

- Aerial work platform operator training to CSA B354.8
- WHMIS training

6. CREW COMPETENCY, TICKETS AND LICENCES

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

7. 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.		

8. 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.

9. 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)		

10. RE-ASSESSMENT WHEN CONDITIONS CHANGE

Time	What changed	New hazards	Controls	Initials

11. END OF SHIFT REVIEW

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

12. REVISION HISTORY

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

13. 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