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	HVAC service and maintenance	**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	Isolate the unit, apply lockout and tags, and prove dead	Electric shock from live wiring Stored energy Rules: Provincial OHS regulation, electrical safety, and CSA Z462	**Critical Possible / Fatality**	1.1 Isolate the power before any work. Do not work live. [Elimination] 1.2 Lock out and tag the isolation point with your own personal lock and danger tag. [Engineering (guarding)] 1.3 Test before you touch: prove dead at the point of work with a tested voltage tester. [Engineering] 1.4 Only licensed electricians do electrical work, to the Canadian Electrical Code and provincial rules. [Administrative] 1.5 Check for back feeds from solar, batteries and generators that can keep a circuit live after the main switch is off. [Administrative] 1.6 If energized work cannot be avoided, use a permit, a safety observer and insulated tools, following CSA Z462. [Administrative] 1.7 Wear insulated gloves, arc-rated clothing and a face shield when testing or working near live parts. [PPE] 1.8 Release or block all stored energy before work: release the pressure in pipes, tanks and hoses, bleed hydraulics, release springs, lower loads. [Elimination] 1.9 Lock out and tag all energy sources with personal locks. [Engineering (guarding)] 1.10 Put mechanical blocks or props under raised parts like buckets, tipper bodies and doors. [Engineering] 1.11 Test that the system is dead and nothing can move before you start. [Administrative] 1.12 Follow the maker's procedure, for example for garage door and roller door springs. [Administrative] 1.13 Wear safety glasses and gloves. [PPE]	**Medium Rare / Fatality**	Site supervisor
2	Access units safely, from a ladder or roof with edge protection	Falling from a ladder Falling from a roof edge Rules: Provincial OHS regulation, fall protection	**Critical Likely / Fatality**	2.1 Use a platform ladder, mobile scaffold or aerial work platform for longer jobs instead of a straight ladder. [Substitution] 2.2 Use CSA Grade 1, 1A or 1AA ladders in good condition. Remove any damaged ladder from site. [Engineering]	**Medium Unlikely / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				2.3 Set extension ladders at a 4 to 1 angle on firm, level ground, tied or footed, and reaching 1 metre above the landing. [Engineering] 2.4 Use ladders only for short, light work. Do not carry heavy or awkward loads up a ladder. [Administrative] 2.5 Keep three points of contact and your belt buckle between the side rails. Do not overreach. [Administrative] 2.6 Do not stand on the top three rungs of an extension ladder or the top step of a stepladder. [Administrative] 2.7 Check the ladder before each use: feet, rungs, side rails and locks. [Administrative] 2.8 Wear non-slip safety boots with clean soles. [PPE] 2.9 Do what you can from the ground or from a scaffold at the gutter line, for example pre-assemble parts on the ground. [Elimination] 2.10 Install edge protection or guardrails on all open roof edges before work starts. [Engineering (guarding)] 2.11 Use a perimeter scaffold with handrails and toe boards along the eaves where practical. [Engineering] 2.12 Where guardrails cannot be fitted, use fall restraint on certified roof anchors so workers cannot reach the edge. [Engineering] 2.13 Use one safe, controlled access point and keep others off the roof. [Administrative] 2.14 Stop roof work in strong wind or rain, and when the roof is wet, icy or covered in dust or frost. [Administrative] 2.15 Wear a harness clipped to a rated anchor when using restraint or fall arrest, and soft-soled non-slip boots. [PPE]		
3	Clean filters and coils, wearing a mask for mould and dust	Mould and droppings General dust Hazardous chemicals Rules: WHMIS 2015 and provincial OHS regulation	**Medium Possible / Lost time injury**	3.1 Fix the water leak and dry the area before removing mould. [Elimination] 3.2 Seal off the area with plastic sheeting and keep occupants out. [Engineering (guarding)] 3.3 Clean up with a HEPA vacuum and wet wipes. Never dry sweep. [Engineering] 3.4 Bag mouldy material on site and remove it promptly. [Administrative] 3.5 Wash hands and face before eating and at the end of each shift. [Administrative] 3.6 Use low-dust products, such as dust-reduced or pre-mixed compounds. [Substitution] 3.7 Seal off the work area with plastic sheeting in occupied buildings. [Engineering (guarding)] 3.8 Use tools with dust extraction and a vacuum for clean up. [Engineering] 3.9 Lightly mist the area with water to keep dust down, away from anything electrical. [Engineering] 3.10 Never dry sweep or blow dust off with compressed air. [Administrative] 3.11 Choose the least harmful product that does the job, for	**Medium Unlikely / Lost time injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				example water-based instead of solvent-based. [Substitution] 3.12 Use chemicals in well-ventilated areas, or use fans and extraction in closed rooms. [Engineering] 3.13 Read the Safety Data Sheet (SDS) and WHMIS labels before use. Workers have WHMIS training. [Administrative] 3.14 Keep chemicals in labelled containers. Never decant into drink bottles. [Administrative] 3.15 Store chemicals away from heat, food and drink, and keep products that react with each other apart. [Administrative]		
4	Check refrigerant pressures with gauges	Refrigerant leaks Pressure testing	**Medium Unlikely / Serious injury**	4.1 Recover refrigerant into an approved cylinder before opening the system. Never vent it. [Engineering (guarding)] 4.2 Ventilate closed spaces and use a leak detector during the work. [Engineering] 4.3 Only certified refrigeration technicians handle refrigerants, as your province requires. [Administrative] 4.4 With flammable refrigerants (such as R32 or R290), remove ignition sources and use spark-free tools. [Administrative] 4.5 Wear cold-rated gloves and safety glasses or a face shield. [PPE] 4.6 Test with water instead of air or gas where the system allows it. Never put water in refrigerant pipework, which is tested with dry nitrogen. [Substitution] 4.7 Keep people out of the test area with signs and barriers. [Engineering (guarding)] 4.8 Use a calibrated gauge and a relief valve set to protect the system. [Engineering] 4.9 Test to the pressure the system calls for and hold it for the set time. Never go over. [Administrative] 4.10 Release the pressure fully before tightening anything or fixing leaks. [Administrative] 4.11 Wear safety glasses or a face shield. [PPE]	**Low Rare / Serious injury**	Site supervisor
5	Restore power, test and record	Electric shock from live wiring Poor housekeeping and waste Rules: Provincial OHS regulation, electrical safety, and CSA Z462	**Critical Possible / Fatality**	5.1 Electric shock from live wiring: see step 1 for the full controls [Administrative] 5.2 Order materials to size and send packaging back where you can. [Elimination] 5.3 Put waste bins and chutes close to the work. [Engineering] 5.4 Clean as you go, and do a full clean up at the end of each day. [Administrative] 5.5 Keep exits, stairs and walkways clear at all times. [Administrative] 5.6 Stack materials neatly on level ground, away from edges. [Administrative] 5.7 Wear gloves when handling waste. [PPE]	**Medium Rare / Fatality**	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) Work gloves N95 respirator Rubber insulating gloves Arc flash PPE (CSA Z462) Hard hat (CSA Z94.1) Full body harness (fall arrest) Sun protection (sunscreen, hat, long sleeves) Respirator fit tested to CSA Z94.4 (P100 for dust, or the type the air test calls for) Safety goggles Coveralls Chemical-resistant gloves Face shield	Lockout permit Roof access permit Fall protection plan

4. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Hand tools					
Electrical test meter					
Platform ladder					
Pressure washer					

5. TRAINING REQUIRED FOR THIS WORK

- 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