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	Split system AC unit 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	Plan unit positions, checking walls for cables and pipes	Electric shock from live wiring Gas and fuel lines 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 Electric shock from live wiring: see step 8 for the full controls [Administrative] 1.4 Isolate and purge the line before work, with the owner's approval. [Elimination] 1.5 Lock off and tag the isolation valve. [Engineering (guarding)] 1.6 Check for leaks with a gas detector before and during work, and ventilate the area. [Engineering] 1.7 Only licensed gas fitters work on gas lines. [Administrative] 1.8 Remove ignition sources: no smoking, no hot work and no sparking tools near the line. [Administrative] 1.9 Know where the shut-off valve is and what to do if a leak happens. [Administrative] 1.10 Wear safety glasses and gloves, and keep a fire extinguisher close by. [PPE]	**Medium Rare / Fatality**	Site supervisor
2	Set up a platform ladder or scaffold for high walls and the outdoor unit	Falling from a ladder Falling from height 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] 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]	**Medium Unlikely / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				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 the work from the ground where you can, for example pre-assemble on the ground or use extension poles. [Elimination] 2.10 Install guardrails or edge protection on all open edges before work starts. [Engineering (guarding)] 2.11 Use a scaffold, mobile work platform or aerial work platform instead of working off a ladder. [Engineering] 2.12 Where edge protection is not practical, use a fall restraint or fall arrest system on a rated anchor point. [Engineering] 2.13 Fall protection plan in place where required. Workers trained in fall protection (Working at Heights training in Ontario). [Administrative] 2.14 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Administrative] 2.15 Wear a full body harness with a shock-absorbing lanyard, clipped on at all times when using fall arrest. [PPE]		
3	Core drill the wall with dust extraction	Silica dust from concrete, brick, stone and tiles Loud noise Injury from power tools Rules: Provincial OHS regulation, silica exposure limits	**Critical Likely / Fatality**	3.1 Order materials cut to size, or use low-dust methods such as score and snap or a block splitter. [Substitution] 3.2 Cut outdoors or in a separate area, with other people well away and upwind. [Engineering (guarding)] 3.3 Use water on the blade or on-tool dust extraction connected to a HEPA vacuum. [Engineering] 3.4 Clean up with a vacuum or wet methods. Never dry sweep or use compressed air. [Administrative] 3.5 Have a silica exposure control plan where your province requires one. [Administrative] 3.6 Wear a fit-tested N95 (or better) respirator. [PPE] 3.7 Use quieter tools and methods, such as cut-to-size materials, low-noise machines and battery tools. [Substitution] 3.8 Keep noisy equipment away from work areas, and use screens or distance between the noise and people. [Engineering (guarding)] 3.9 Keep tools maintained and use mufflers on compressors and generators. [Engineering] 3.10 Limit time on noisy tools and rotate workers. [Administrative] 3.11 If you have to shout to be heard 1 metre away, wear hearing protection. [Administrative] 3.12 Keep all guards fitted and working. Never tie back or remove a guard. [Engineering] 3.13 Clamp or secure the work piece. Do not hold it by hand. [Engineering] 3.14 Only trained, competent people use power tools, following the maker's instructions. [Administrative]	**Medium Unlikely / Lost time injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				3.15 Check tools before use. Unplug or remove the battery before changing blades or bits. [Administrative] 3.16 No loose clothing, jewellery or long hair near spinning parts. [Administrative]		
4	Fix the wall bracket and mount the indoor unit	Falling from a ladder Lifting and carrying heavy loads	**High Possible / Serious injury**	4.1 Falling from a ladder: see step 2 for the full controls [Administrative] 4.2 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 4.3 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 4.4 Lifting and carrying heavy loads: see step 5 for the full controls [Administrative]	**Medium Unlikely / Serious injury**	Site supervisor
5	Lift the outdoor unit with two people onto its bracket or pad	Lifting and carrying heavy loads Falling from height Rules: Provincial OHS regulation, fall protection	**Critical Likely / Fatality**	5.1 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 5.2 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 5.3 Use trolleys, pallet jacks, hoists, vacuum lifters or equipment instead of carrying by hand. [Engineering] 5.4 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative] 5.5 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative] 5.6 Rotate tasks and take breaks on long lifting jobs. [Administrative] 5.7 Wear gloves for grip and safety boots to protect your feet. [PPE] 5.8 Falling from height: see step 2 for the full controls [Administrative]	**Medium Unlikely / Lost time injury**	Site supervisor
6	Run and flare the pipework, brazing only under a hot work permit	Refrigerant leaks Fire from hot works Burns from hot surfaces	**Critical Possible / Fatality**	6.1 Recover refrigerant into an approved cylinder before opening the system. Never vent it. [Engineering (guarding)] 6.2 Ventilate closed spaces and use a leak detector during the work. [Engineering] 6.3 Only certified refrigeration technicians handle refrigerants, as your province requires. [Administrative] 6.4 With flammable refrigerants (such as R32 or R290), remove ignition sources and use spark-free tools. [Administrative] 6.5 Wear cold-rated gloves and safety glasses or a face shield. [PPE] 6.6 Use cold work methods where you can, such as bolting, press fittings or cutting with a saw instead of a torch. [Elimination] 6.7 Move anything that can burn at least 10 metres away, or	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				cover it with fire blankets. [Engineering (guarding)] 6.8 Use fire-resistant screens to stop sparks reaching people or gaps in walls and floors. [Engineering] 6.9 Get a hot work permit before starting. [Administrative] 6.10 Keep a charged fire extinguisher and fire blanket at the work spot. [Administrative] 6.11 Isolate heating systems and let parts cool before you touch them. [Elimination] 6.12 Fit guards or insulation on hot pipes and equipment. [Engineering] 6.13 Mark hot items with chalk or a "HOT" sign so others know. [Administrative] 6.14 Keep a first aid kit and cool running water nearby for burns. [Administrative] 6.15 Wear heat-resistant gloves and long sleeves. [PPE]		
7	Pressure test with dry nitrogen through a regulator, keeping clear of fittings under pressure	Pressure testing	**Medium Unlikely / Serious injury**	7.1 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] 7.2 Keep people out of the test area with signs and barriers. [Engineering (guarding)] 7.3 Use a calibrated gauge and a relief valve set to protect the system. [Engineering] 7.4 Test to the pressure the system calls for and hold it for the set time. Never go over. [Administrative] 7.5 Release the pressure fully before tightening anything or fixing leaks. [Administrative] 7.6 Wear safety glasses or a face shield. [PPE]	**Low Rare / Serious injury**	Site supervisor
8	Electrical connection by a licensed electrician, with the circuit isolated	Electric shock from live wiring Rules: Provincial OHS regulation, electrical safety, and CSA Z462	**Critical Possible / Fatality**	8.1 Isolate the power before any work. Do not work live. [Elimination] 8.2 Lock out and tag the isolation point with your own personal lock and danger tag. [Engineering (guarding)] 8.3 Test before you touch: prove dead at the point of work with a tested voltage tester. [Engineering] 8.4 Only licensed electricians do electrical work, to the Canadian Electrical Code and provincial rules. [Administrative] 8.5 Check for back feeds from solar, batteries and generators that can keep a circuit live after the main switch is off. [Administrative] 8.6 If energized work cannot be avoided, use a permit, a safety observer and insulated tools, following CSA Z462. [Administrative] 8.7 Wear insulated gloves, arc-rated clothing and a face shield when testing or working near live parts. [PPE]	**Medium Rare / Fatality**	Site supervisor
9	Vacuum the system, open the service valves to let the outdoor unit's factory charge	Refrigerant leaks	**Medium Unlikely / Serious injury**	9.1 Refrigerant leaks: see step 6 for the full controls [Administrative]	**Low Rare / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
	into the pipework, then commission					
10	Clean up and show the client how to use the system	Poor housekeeping and waste	**Medium Likely / Minor injury**	10.1 Order materials to size and send packaging back where you can. [Elimination] 10.2 Put waste bins and chutes close to the work. [Engineering] 10.3 Clean as you go, and do a full clean up at the end of each day. [Administrative] 10.4 Keep exits, stairs and walkways clear at all times. [Administrative] 10.5 Stack materials neatly on level ground, away from edges. [Administrative] 10.6 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) Work gloves N95 respirator Hearing protection Rubber insulating gloves Arc flash PPE (CSA Z462) Hard hat (CSA Z94.1) Respirator fit tested to CSA Z94.4 (P100 for dust, or the type the air test calls for) Face shield Welding gloves Coveralls	Lockout permit Hot work permit

4. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Power drill					
Core drill					
Extension ladder					
Electrical test meter					

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