FIELD LEVEL HAZARD ASSESSMENT (FLHA)

Business name

Document: FLHA-001 Rev 1
Assessed: 2026-11-09 18:04
Valid for this shift / task only
Highest risk after controls: Medium

1. BUSINESS AND JOB DETAILS

Job	Retaining wall construction	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Landscaping

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Get utility locates and check the wall has an engineer's design where needed, such as most walls over 1 m or any wall holding up a building, driveway or slope	Hitting underground services	**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 If you hit a service, stop, get everyone clear, and call the owner and emergency services. [Administrative] 1.8 Wear safety boots, gloves and hi-vis when digging. [PPE]	**Medium Rare / Fatality**	Site supervisor
2	Check neighbouring footings, fences and structures near the cut, and get engineer advice before digging close enough to undermine them	Trench or excavation collapse Public entering the work area Rules: Provincial OHS regulation, excavations and trenches	**Critical Possible / Fatality**	2.1 Use methods that keep people out of the trench, such as directional boring or working from the surface. [Elimination] 2.2 Barricade or cover the excavation so people and equipment cannot fall in. [Engineering (guarding)] 2.3 Shore, slope or use a trench box in any trench deeper than 1.2 metres (1.5 metres in Alberta and Manitoba). [Engineering] 2.4 Keep spoil, materials and equipment at least 1 metre back from the edge. [Engineering] 2.5 Provide a safe way in and out, such as a ladder near where people work. [Engineering] 2.6 Inspect the excavation at the start of each shift and after rain or anything that could weaken it. Record it. [Administrative] 2.7 Never work alone in a trench. Watch for water, cracks and bulging walls, and get out if you see them. [Administrative] 2.8 Wear a hard hat, hi-vis and safety boots. [PPE]	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				2.9 Fence off the site with secure temporary fencing and lock the gates when you leave. [Engineering (guarding)] 2.10 Give pedestrians a safe, marked path around the work, with ramps for strollers and wheelchairs. [Engineering (guarding)] 2.11 Public entering the work area: see step 10 for the full controls [Administrative]		
3	Set up an exclusion zone around the machines	Being hit by heavy equipment	**Critical Possible / Fatality**	3.1 Separate people and equipment with barriers, exclusion zones and marked walkways. [Engineering (guarding)] 3.2 Use equipment with working backup alarms, cameras and lights. [Engineering] 3.3 Being hit by heavy equipment: see step 7 for the full controls [Administrative]	**Medium Rare / Fatality**	Site supervisor
4	Excavate the cut in short sections, battered or benched to the engineer's or geotechnical advice, and never let anyone work between an unsupported cut face and the wall	Trench or excavation collapse Being hit by heavy equipment Rules: Provincial OHS regulation, excavations and trenches	**Critical Possible / Fatality**	4.1 Trench or excavation collapse: see step 2 for the full controls [Administrative] 4.2 Have a site traffic plan showing equipment routes, loading areas and pedestrian paths. [Administrative] 4.3 Use a spotter when backing up or working near people. [Administrative] 4.4 Being hit by heavy equipment: see step 7 for the full controls [Administrative]	**Medium Rare / Fatality**	Site supervisor
5	Pour the footing or lay the base, capping any rebar bars	Wet concrete and cement burns Impalement on rebar	**High Possible / Serious injury**	5.1 Use long-handled tools and pumps to cut down contact. [Engineering] 5.2 Wash concrete off skin straight away with clean water. [Administrative] 5.3 Have clean water and eye wash at the pour. [Administrative] 5.4 Wear waterproof gloves, long sleeves and rubber boots with pants worn over the top. [PPE] 5.5 Wear safety glasses or goggles to stop splashes. [PPE] 5.6 Cover or cap all exposed bar ends with approved caps or covers. [Engineering] 5.7 Bend bars over where the design allows. [Engineering] 5.8 Use edge protection near starter bars so nobody can fall onto them. [Engineering] 5.9 Keep walkways clear of exposed bars and mark the hazard. [Administrative] 5.10 Wear gloves, safety glasses and safety boots when handling bar. [PPE]	**Low Rare / Serious injury**	Site supervisor
6	Lay drainage and the first course	Lifting and carrying heavy loads Repetitive work and awkward postures	**High Likely / Lost time injury**	6.1 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 6.2 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 6.3 Lifting and carrying heavy loads: see step 7 for the full	**Medium Unlikely / Lost time injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				controls [Administrative] 6.4 Use tools that cut the effort: powered screwdrivers, long-handled tools and extension poles for overhead work. [Substitution] 6.5 Set work up at waist height on benches or trestles where you can. [Engineering] 6.6 Use light tools with good grips, and keep blades and bits sharp. [Engineering] 6.7 Rotate tasks and take short breaks every hour on repetitive work. [Administrative] 6.8 Warm up before heavy physical work and report aches and pains early. [Administrative] 6.9 Wear knee pads for kneeling work and gloves for grip. [PPE]		
7	Lift blocks or sleepers with machines or two people	Lifting and carrying heavy loads Being hit by heavy equipment	**Critical Possible / Fatality**	7.1 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 7.2 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 7.3 Use trolleys, pallet jacks, hoists, vacuum lifters or equipment instead of carrying by hand. [Engineering] 7.4 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative] 7.5 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative] 7.6 Rotate tasks and take breaks on long lifting jobs. [Administrative] 7.7 Wear gloves for grip and safety boots to protect your feet. [PPE] 7.8 Separate people and equipment with barriers, exclusion zones and marked walkways. [Engineering (guarding)] 7.9 Use equipment with working backup alarms, cameras and lights. [Engineering] 7.10 Have a site traffic plan showing equipment routes, loading areas and pedestrian paths. [Administrative] 7.11 Use a spotter when backing up or working near people. [Administrative] 7.12 Make eye contact with the operator before going near. Stay out of the swing radius. [Administrative] 7.13 Operators are trained and competent for each machine. [Administrative] 7.14 Do a pre-start check on each machine every day and record it. [Administrative] 7.15 Wear hi-vis clothing and a hard hat. [PPE]	**Medium Unlikely / Lost time injury**	Site supervisor
8	Cut blocks wet, never dry	Silica dust from concrete, brick, stone and tiles Saw cuts and kickback	**Critical Likely / Fatality**	8.1 Order materials cut to size, or use low-dust methods such as score and snap or a block splitter. [Substitution] 8.2 Cut outdoors or in a separate area, with other people well	**Medium Unlikely / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
		Loud noise Rules: Provincial OHS regulation, silica exposure limits		away and upwind. [Engineering (guarding)] 8.3 Use water on the blade or on-tool dust extraction connected to a HEPA vacuum. [Engineering] 8.4 Clean up with a vacuum or wet methods. Never dry sweep or use compressed air. [Administrative] 8.5 Have a silica exposure control plan where your province requires one. [Administrative] 8.6 Wear a fit-tested N95 (or better) respirator. [PPE] 8.7 Keep blade guards fitted and working, and use the riving knife on table saws. [Engineering] 8.8 Use push sticks and clamps, and support long pieces so they do not pinch the blade. [Engineering] 8.9 Use a sharp, undamaged blade made for the material. [Administrative] 8.10 Stand to one side of the blade line, out of the kickback path. [Administrative] 8.11 Let the blade stop fully before reaching in or putting the saw down. [Administrative] 8.12 Use quieter tools and methods, such as cut-to-size materials, low-noise machines and battery tools. [Substitution] 8.13 Keep noisy equipment away from work areas, and use screens or distance between the noise and people. [Engineering (guarding)] 8.14 Keep tools maintained and use mufflers on compressors and generators. [Engineering] 8.15 Limit time on noisy tools and rotate workers. [Administrative] 8.16 If you have to shout to be heard 1 metre away, wear hearing protection. [Administrative]		
9	Backfill and compact behind the wall in layers as it goes up	Hand-arm and whole-body vibration Being hit by heavy equipment Trench or excavation collapse Rules: Provincial OHS regulation, excavations and trenches	**Critical Possible / Fatality**	9.1 Use low-vibration tools and methods, such as a breaker on an excavator instead of a hand jackhammer. [Substitution] 9.2 Keep tools sharp and well maintained, and use anti-vibration handles and seats. [Engineering] 9.3 Limit trigger time on high-vibration tools and rotate workers. [Administrative] 9.4 Keep hands warm and dry, and take regular breaks. [Administrative] 9.5 Report tingling, numbness or white fingers early. [Administrative] 9.6 Being hit by heavy equipment: see step 7 for the full controls [Administrative] 9.7 Trench or excavation collapse: see step 2 for the full controls [Administrative]	**Medium Unlikely / Lost time injury**	Site supervisor
10	Barricade the top of the wall until the permanent fence or balustrade is in, then clean up	Public entering the work area Poor housekeeping and waste	**High Possible / Serious injury**	10.1 Fence off the site with secure temporary fencing and lock the gates when you leave. [Engineering (guarding)] 10.2 Give pedestrians a safe, marked path around the work, with ramps for strollers and wheelchairs. [Engineering	**Low Rare / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				(guarding)] 10.3 Use hoarding, covered walkways or catch fans where work is above public areas. [Engineering] 10.4 Put signs at each entry: site name, contact number and "No unauthorised entry". [Administrative] 10.5 Make the site safe at the end of each day: cover holes, lower buckets and booms, remove ladders and lock tools away. [Administrative] 10.6 Use a spotter when moving equipment or materials across public paths. [Administrative] 10.7 Order materials to size and send packaging back where you can. [Elimination] 10.8 Put waste bins and chutes close to the work. [Engineering] 10.9 Clean as you go, and do a full clean up at the end of each day. [Administrative] 10.10 Keep exits, stairs and walkways clear at all times. [Administrative] 10.11 Stack materials neatly on level ground, away from edges. [Administrative] 10.12 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) Work gloves Safety glasses (CSA Z94.3) Hearing protection N95 respirator Hard hat (CSA Z94.1) Chemical-resistant gloves Safety goggles Knee pads Respirator fit tested to CSA Z94.4 (P100 for dust, or the type the air test calls for)	None required

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				

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Plate tamper					
Concrete saw (cut-off saw)					
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		

Check	Yes	No
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