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	Replace gutters and downspouts	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Roofing

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Barricade the area below and check for power lines near the gutter line	Public entering the work area Contact with overhead power lines Falling tools and materials	**High Possible / Serious injury**	1.1 Fence off the site with secure temporary fencing and lock the gates when you leave. [Engineering (guarding)] 1.2 Give pedestrians a safe, marked path around the work, with ramps for strollers and wheelchairs. [Engineering (guarding)] 1.3 Use hoarding, covered walkways or catch fans where work is above public areas. [Engineering] 1.4 Put signs at each entry: site name, contact number and "No unauthorised entry". [Administrative] 1.5 Make the site safe at the end of each day: cover holes, lower buckets and booms, remove ladders and lock tools away. [Administrative] 1.6 Ask the utility to de-energize, move or insulate the lines before work starts. [Elimination] 1.7 Use non-conductive (fibreglass) ladders near any power lines. [Substitution] 1.8 Mark the safe distance with flags, tape or goal posts and keep all equipment and people outside it. [Engineering (guarding)] 1.9 Keep to the provincial limits of approach and contact the utility before working near lines. [Administrative] 1.10 Use a dedicated spotter whenever equipment moves or raises anything near lines. [Administrative] 1.11 Treat all lines as live. If equipment touches a line, stay in the cab and keep everyone well away. [Administrative] 1.12 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Engineering (guarding)] 1.13 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Engineering] 1.14 Falling tools and materials: see step 5 for the full controls [Administrative]	**Medium Unlikely / Serious injury**	Site supervisor
2	Check old gutters, fascia and eaves sheeting for asbestos, and old paint for lead, before	Disturbing asbestos Lead paint dust and fumes	**Critical Possible / Fatality**	2.1 Get an asbestos survey before work on buildings built before 1990. [Elimination] 2.2 Seal off the work area and keep everyone else out.	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
	cutting	Rules: Provincial OHS regulation, asbestos; Provincial OHS regulation, lead		[Engineering (guarding)] 2.3 If asbestos must be disturbed, keep it wet, use hand tools not power tools, and clean up with a HEPA vacuum. [Engineering] 2.4 Follow your province's asbestos rules, including notification and trained or certified workers where required. [Administrative] 2.5 In BC, a qualified person must inspect and write a hazardous materials report before demolition or renovation, and asbestos abatement must be done by a WorkSafeBC licensed contractor (since 1 January 2024). [Administrative] 2.6 Stop work straight away if you find suspect asbestos. Do not touch it and tell your supervisor. [Administrative] 2.7 Wear a fit-tested respirator suited to the work, and disposable coveralls. [PPE] 2.8 Test old paint for lead before you sand, scrape, cut or heat it. [Elimination] 2.9 Use wet scraping, chemical strippers or shrouded tools with extraction instead of dry sanding. Never burn off lead paint with an open flame. [Substitution] 2.10 Seal off the work area with plastic sheeting and keep residents, children and pets out. [Engineering (guarding)] 2.11 Clean up with a HEPA vacuum and wet wipes. Never dry sweep. [Engineering] 2.12 Wash hands and face before eating, drinking or smoking. Change out of dusty clothes before going home. [Administrative] 2.13 Wear a fit-tested respirator with P100 filters, disposable coveralls and gloves. [PPE]		
3	Set up a mobile scaffold, aerial work platform or roof edge protection; use a secured ladder only for short, light work with three points of contact	Falling from height Falling from a ladder Aerial work platform tip-over or crush Scaffold collapse or fall from scaffold Rules: Provincial OHS regulation, fall protection; Provincial OHS regulation and CSA B354.7, B354.8; Provincial OHS regulation, scaffolds	**Critical Likely / Fatality**	3.1 Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. [Elimination] 3.2 Install guardrails or edge protection on all open edges before work starts. [Engineering (guarding)] 3.3 Use a scaffold, mobile work platform or aerial work platform instead of working off a ladder. [Engineering] 3.4 Where edge protection is not practical, use a fall restraint or fall arrest system on a rated anchor point. [Engineering] 3.5 Fall protection plan in place where required. Workers trained in fall protection (Working at Heights training in Ontario). [Administrative] 3.6 Use a platform ladder, mobile scaffold or aerial work platform for longer jobs instead of a straight ladder. [Substitution] 3.7 Use CSA Grade 1, 1A or 1AA ladders in good condition. Remove any damaged ladder from site. [Engineering] 3.8 Set extension ladders at a 4 to 1 angle on firm, level ground, tied or footed, and reaching 1 metre above the landing. [Engineering]	**Medium Unlikely / Serious injury**	Site supervisor

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				3.9 Use ladders only for short, light work. Do not carry heavy or awkward loads up a ladder. [Administrative] 3.10 Check the ground before setting up. Use outriggers and spreader pads, and keep clear of trenches, pits and slopes. [Engineering] 3.11 Use a platform with tilt alarm and secondary guarding (anti-entrapment) where there is an overhead crush risk. [Engineering] 3.12 Operators are trained to CSA B354.8 and the manufacturer's instructions, and the platform is inspected to CSA B354.7. [Administrative] 3.13 Do a pre-start check each day. Keep a trained person on the ground who can lower the platform in an emergency. [Administrative] 3.14 Never exceed the safe working load, climb on the rails or use a ladder in the basket. [Administrative] 3.15 Scaffold is built, altered and taken down only by trained workers supervised by a competent worker, on a firm base with sole boards and ties. [Engineering] 3.16 Fit guardrails, mid rails and toe boards on every working platform. [Engineering] 3.17 Use mobile scaffolds only on firm, level ground with castors locked and outriggers fitted. Never move one with anyone on it. [Engineering] 3.18 A competent worker inspects the scaffold before use each shift, after any change and after bad weather, and tags every access point: green safe, yellow caution, red do not use. [Administrative]		
4	Clean out the old gutter with gloves on, watching for sharp edges and wasp nests. Wet down any bird or possum droppings and wear a dust mask if there are a lot	Cuts from sharp edges Bites and stings	**Medium Possible / Lost time injury**	4.1 Deburr or cover sharp edges, and fit edge protectors on 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 Check work areas before starting, and get pest control to remove nests. [Elimination] 4.8 Look before you reach into dark spaces. [Administrative] 4.9 Ask owners to keep pets away from the work area. [Administrative] 4.10 Know who has allergies and keep their medication, such as an epinephrine auto-injector, close by. [Administrative] 4.11 Wear gloves, long sleeves and boots. Use insect repellent outdoors. [PPE]	**Medium Unlikely / Lost time injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
5	Cut old gutters into short lengths and lower them down; never drop them	Lifting and carrying heavy loads Cuts from sharp edges Falling tools and materials	**High** **Likely / Lost time injury**	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 Cuts from sharp edges: see step 4 for the full controls [Administrative] 5.7 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Engineering (guarding)] 5.8 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Engineering] 5.9 Use catch fans, debris netting or covered walkways where people pass below. [Engineering] 5.10 Tether hand tools when working at height. [Engineering] 5.11 Keep platforms tidy. Do not stack materials near edges or above toe board height. [Administrative]	**Medium** **Unlikely / Serious injury**	Site supervisor
6	Check the fascia is sound and replace any rotten sections before fixing brackets	Falling from height Injury from power tools Wood and MDF dust Rules: Provincial OHS regulation, fall protection	**Critical** **Likely / Fatality**	6.1 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Administrative] 6.2 Wear a full body harness with a shock-absorbing lanyard, clipped on at all times when using fall arrest. [PPE] 6.3 Falling from height: see step 3 for the full controls [Administrative] 6.4 Keep all guards fitted and working. Never tie back or remove a guard. [Engineering] 6.5 Clamp or secure the work piece. Do not hold it by hand. [Engineering] 6.6 Only trained, competent people use power tools, following the maker's instructions. [Administrative] 6.7 Check tools before use. Unplug or remove the battery before changing blades or bits. [Administrative] 6.8 No loose clothing, jewellery or long hair near spinning parts. [Administrative] 6.9 Buy pre-cut or pre-finished timber where you can. [Substitution] 6.10 Cut outdoors or in a well-ventilated area away from others. [Engineering (guarding)] 6.11 Use saws and sanders with dust collection connected to a HEPA vacuum. [Engineering] 6.12 Clean up with a vacuum, not a broom or compressed air. [Administrative] 6.13 Wear an N95 respirator for cutting and sanding. [PPE]	**Medium** **Unlikely / Lost time injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
7	Fix brackets to the right fall, then fit the new gutter and downspouts, keeping tools tethered at height	Injury from power tools Cuts from sharp edges Falling tools and materials Sun exposure (UV)	**High** **Possible / Serious injury**	7.1 Wear safety glasses and hearing protection. Do not wear loose gloves on drills or other rotating tools. [PPE] 7.2 Injury from power tools: see step 6 for the full controls [Administrative] 7.3 Cuts from sharp edges: see step 4 for the full controls [Administrative] 7.4 Lower materials with a hoist, chute or rope. Never throw or drop anything down. [Administrative] 7.5 Wear a hard hat anywhere objects could fall. [PPE] 7.6 Falling tools and materials: see step 5 for the full controls [Administrative] 7.7 Plan outdoor work for early morning or late afternoon when UV is lower. [Elimination] 7.8 Put shade covers over fixed work areas. [Engineering] 7.9 Check the UV index each day. Use sun protection when it is 3 or higher. [Administrative] 7.10 Check your skin regularly and see a doctor about any new or changing spots. [Administrative]	**Medium** **Unlikely / Serious injury**	Site supervisor
8	Seal joints and connect downspouts to the storm drain system	Hazardous chemicals Lifting and carrying heavy loads Rules: WHMIS 2015 and provincial OHS regulation	**High** **Likely / Lost time injury**	8.1 Choose the least harmful product that does the job, for example water-based instead of solvent-based. [Substitution] 8.2 Use chemicals in well-ventilated areas, or use fans and extraction in closed rooms. [Engineering] 8.3 Read the Safety Data Sheet (SDS) and WHMIS labels before use. Workers have WHMIS training. [Administrative] 8.4 Keep chemicals in labelled containers. Never decant into drink bottles. [Administrative] 8.5 Store chemicals away from heat, food and drink, and keep products that react with each other apart. [Administrative] 8.6 Have eye wash and a spill kit nearby, and wash hands before eating. [Administrative] 8.7 Wear chemical-resistant gloves and safety glasses or goggles as listed on the SDS. [PPE] 8.8 Use a respirator with the right cartridge if the SDS calls for one. [PPE] 8.9 Rotate tasks and take breaks on long lifting jobs. [Administrative] 8.10 Wear gloves for grip and safety boots to protect your feet. [PPE] 8.11 Lifting and carrying heavy loads: see step 5 for the full controls [Administrative]	**Medium** **Unlikely / Lost time injury**	Site supervisor
9	Water test the gutter, clean up swarf and offcuts, and remove access equipment	Poor housekeeping and waste Slips and trips	**Medium** **Likely / Minor injury**	9.1 Order materials to size and send packaging back where you can. [Elimination] 9.2 Put waste bins and chutes close to the work. [Engineering] 9.3 Clean as you go, and do a full clean up at the end of each day. [Administrative] 9.4 Keep exits, stairs and walkways clear at all times.	**Low** **Unlikely / Minor injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				[Administrative] 9.5 Stack materials neatly on level ground, away from edges. [Administrative] 9.6 Wear gloves when handling waste. [PPE] 9.7 Plan walkways and keep them clear of materials, hoses and leads. [Elimination] 9.8 Run leads and hoses overhead on hooks or stands, or along walls, not across walkways. [Engineering] 9.9 Fill or cover holes, and lay boards or mats on muddy access paths. [Engineering] 9.10 Clean up offcuts, packaging and spills as you go, not at the end of the day. [Administrative] 9.11 Keep work areas, stairs and access paths well lit. [Administrative] 9.12 Wear safety boots with good grip, laced up. [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) Cut-resistant gloves Safety glasses (CSA Z94.3) Sun protection (sunscreen, hat, long sleeves) High-visibility vest (CSA Z96) Hard hat (CSA Z94.1) Respirator fit tested to CSA Z94.4 (P100 for dust, or the type the air test calls for) Coveralls Work gloves Full body harness (fall arrest) Hearing protection N95 respirator Chemical-resistant gloves Safety goggles	Fall protection plan

4. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Extension ladder					
Rolling scaffold	Provincial scaffold training				

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			
Hand tools					
Power drill					

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)		

Check	Yes	No
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