FIELD LEVEL HAZARD ASSESSMENT (FLHA)

Business name

Document: FLHA-001 Rev 1
Assessed: 2026-11-09 17:32
Valid for this shift / task only
Highest risk after controls: Medium

1. BUSINESS AND JOB DETAILS

Job	Portable electrical equipment inspection	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Electrical

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Agree with the client which items to test and when they can be unplugged	Working in an occupied home or building	**Medium** **Possible / Lost time injury**	1.1 Plan noisy, dusty or risky work for when the building is empty. [Elimination] 1.2 Close off the work area with barriers, plastic sheeting or locked doors, and put up signs. [Engineering (guarding)] 1.3 Keep fire exits and paths clear at all times. [Administrative] 1.4 Tell occupants before you turn off power, water or gas, and before noisy or dusty work. [Administrative] 1.5 Lock away tools, chemicals and materials each day, out of reach of children. [Administrative] 1.6 Clean up dust and debris at the end of each day. [Administrative]	**Low** **Rare / Lost time injury**	Site supervisor
2	Visually inspect each lead and tool for damage before testing	Electric shock from cords and power tools Cuts from sharp edges	**High** **Possible / Serious injury**	2.1 Use battery-powered tools where you can. [Substitution] 2.2 Use GFCI protection on all temporary power and portable tools. [Engineering] 2.3 Keep cords off the ground and out of water, using stands or hooks. [Engineering] 2.4 Check cords, plugs and tools before every use. Tag out and remove anything damaged. [Administrative] 2.5 Do not use tools in rain or wet areas unless they are rated for it. [Administrative] 2.6 Wear safety boots and dry gloves. [PPE] 2.7 Deburr or cover sharp edges, and fit edge protectors on exposed sheet metal. [Engineering] 2.8 Use knives with retractable or self-retracting blades. [Engineering] 2.9 Cut away from your body and keep your other hand clear. [Administrative] 2.10 Put used blades in a blade bin or sharps container. [Administrative] 2.11 Use two people to handle large sheets of metal or glass. [Administrative] 2.12 Wear cut-resistant gloves and long sleeves. [PPE]	**Low** **Rare / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
3	Test each item with the tester, keeping hands clear during the leakage and insulation tests	Electric shock from live wiring Rules: Provincial OHS regulation, electrical safety, and CSA Z462	**Critical Possible / Fatality**	3.1 Isolate the power before any work. Do not work live. [Elimination] 3.2 Lock out and tag the isolation point with your own personal lock and danger tag. [Engineering (guarding)] 3.3 Test before you touch: prove dead at the point of work with a tested voltage tester. [Engineering] 3.4 Only licensed electricians do electrical work, to the Canadian Electrical Code and provincial rules. [Administrative] 3.5 Check for back feeds from solar, batteries and generators that can keep a circuit live after the main switch is off. [Administrative] 3.6 If energized work cannot be avoided, use a permit, a safety observer and insulated tools, following CSA Z462. [Administrative] 3.7 Wear insulated gloves, arc-rated clothing and a face shield when testing or working near live parts. [PPE]	**Medium Rare / Fatality**	Site supervisor
4	Tag items that pass, and take failed items out of service with a danger tag	Electric shock from cords and power tools	**High Possible / Serious injury**	4.1 Electric shock from cords and power tools: see step 2 for the full controls [Administrative]	**Low Rare / Serious injury**	Site supervisor
5	Coil leads, keep walkways clear and record results	Slips and trips Lifting and carrying heavy loads	**High Likely / Lost time injury**	5.1 Plan walkways and keep them clear of materials, hoses and leads. [Elimination] 5.2 Run leads and hoses overhead on hooks or stands, or along walls, not across walkways. [Engineering] 5.3 Fill or cover holes, and lay boards or mats on muddy access paths. [Engineering] 5.4 Clean up offcuts, packaging and spills as you go, not at the end of the day. [Administrative] 5.5 Keep work areas, stairs and access paths well lit. [Administrative] 5.6 Wear safety boots with good grip, laced up. [PPE] 5.7 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 5.8 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 5.9 Use trolleys, pallet jacks, hoists, vacuum lifters or equipment instead of carrying by hand. [Engineering] 5.10 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative] 5.11 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative] 5.12 Rotate tasks and take breaks on long lifting jobs. [Administrative] 5.13 Wear gloves for grip and safety boots to protect your feet. [PPE]	**Medium Unlikely / Lost time 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) N95 respirator Work gloves Cut-resistant gloves Rubber insulating gloves Arc flash PPE (CSA Z462)	Lockout permit

4. PLANT AND EQUIPMENT

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

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

Rev	Date	By	What changed

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