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	Footing excavation	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Excavation and earthworks

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Get utility locates and set out footings	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	Set up an exclusion zone around the machine	Being hit by heavy equipment	**Critical Possible / Fatality**	2.1 Separate people and equipment with barriers, exclusion zones and marked walkways. [Engineering (guarding)] 2.2 Use equipment with working backup alarms, cameras and lights. [Engineering] 2.3 Have a site traffic plan showing equipment routes, loading areas and pedestrian paths. [Administrative] 2.4 Use a spotter when backing up or working near people. [Administrative] 2.5 Make eye contact with the operator before going near. Stay out of the swing radius. [Administrative] 2.6 Operators are trained and competent for each machine. [Administrative] 2.7 Do a pre-start check on each machine every day and record it. [Administrative] 2.8 Wear hi-vis clothing and a hard hat. [PPE]	**Medium Rare / Fatality**	Site supervisor
3	Dig to the engineer depth, checking ground stability	Trench or excavation collapse	**Critical Possible /**	3.1 Use methods that keep people out of the trench, such as directional boring or working from the surface. [Elimination]	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
		Rules: Provincial OHS regulation, excavations and trenches	**Fatality**	3.2 Barricade or cover the excavation so people and equipment cannot fall in. [Engineering (guarding)] 3.3 Shore, slope or use a trench box in any trench deeper than 1.2 metres (1.5 metres in Alberta and Manitoba). [Engineering] 3.4 Keep spoil, materials and equipment at least 1 metre back from the edge. [Engineering] 3.5 Provide a safe way in and out, such as a ladder near where people work. [Engineering] 3.6 Inspect the excavation at the start of each shift and after rain or anything that could weaken it. Record it. [Administrative] 3.7 Never work alone in a trench. Watch for water, cracks and bulging walls, and get out if you see them. [Administrative] 3.8 Wear a hard hat, hi-vis and safety boots. [PPE]		
4	Cover or barricade open footings at the end of each day	Falling through a floor opening or void Public entering the work area Rules: Provincial OHS regulation, fall protection	**Critical Possible / Fatality**	4.1 Cover every hole and penetration with a fixed, secured cover marked "HOLE" or "DANGER". [Engineering (guarding)] 4.2 Put guardrails with toe boards around stairwells, lift shafts, voids and open edges. [Engineering (guarding)] 4.3 Install stairs early and fit temporary handrails as soon as they go in. [Engineering] 4.4 Never remove a cover or guardrail without approval. Put it back straight away. [Administrative] 4.5 Inspect covers and barriers daily and after other trades have been through. [Administrative] 4.6 Keep lighting good enough to see openings, especially on lower floors and in the evening. [Administrative] 4.7 Use a harness clipped to a rated anchor when working right next to an open void. [PPE] 4.8 Fence off the site with secure temporary fencing and lock the gates when you leave. [Engineering (guarding)] 4.9 Give pedestrians a safe, marked path around the work, with ramps for strollers and wheelchairs. [Engineering (guarding)] 4.10 Use hoarding, covered walkways or catch fans where work is above public areas. [Engineering] 4.11 Put signs at each entry: site name, contact number and "No unauthorised entry". [Administrative] 4.12 Make the site safe at the end of each day: cover holes, lower buckets and booms, remove ladders and lock tools away. [Administrative] 4.13 Use a spotter when moving equipment or materials across public paths. [Administrative]	**Medium Rare / Fatality**	Site supervisor
5	Remove water and loose soil before inspection	Drowning Slips and trips	**High Unlikely / Fatality**	5.1 Work from the bank or a platform instead of in or over the water where you can. [Elimination] 5.2 Put up barriers or guardrails along water edges.	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				[Engineering (guarding)] 5.3 Pump out flooded pits and excavations before work. [Engineering] 5.4 Never work near deep water alone. Keep a rescue person with a throw line or life ring ready. [Administrative] 5.5 Check water levels and the weather, and stop work in floods or fast-flowing water. [Administrative] 5.6 Wear a life jacket when working over or next to water deep enough to drown in. [PPE] 5.7 Plan walkways and keep them clear of materials, hoses and leads. [Elimination] 5.8 Run leads and hoses overhead on hooks or stands, or along walls, not across walkways. [Engineering] 5.9 Fill or cover holes, and lay boards or mats on muddy access paths. [Engineering] 5.10 Clean up offcuts, packaging and spills as you go, not at the end of the day. [Administrative] 5.11 Keep work areas, stairs and access paths well lit. [Administrative] 5.12 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) High-visibility vest (CSA Z96) Hard hat (CSA Z94.1) Hearing protection	Ground disturbance permit / locate

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				
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

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

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