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	Pool 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, check overhead power lines and access, and set out the pool	Hitting underground services Contact with overhead power lines	**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] 1.9 Ask the utility to de-energize, move or insulate the lines before work starts. [Elimination] 1.10 Use non-conductive (fibreglass) ladders near any power lines. [Substitution] 1.11 Mark the safe distance with flags, tape or goal posts and keep all equipment and people outside it. [Engineering (guarding)] 1.12 Keep to the provincial limits of approach and contact the utility before working near lines. [Administrative] 1.13 Use a dedicated spotter whenever equipment moves or raises anything near lines. [Administrative] 1.14 Treat all lines as live. If equipment touches a line, stay in the cab and keep everyone well away. [Administrative]	**Medium Rare / Fatality**	Site supervisor
2	Plan truck routes and protect neighbouring fences and footings	Road traffic Structural collapse during alterations	**Critical Possible / Fatality**	2.1 Do the work at low-traffic times, or close the road or lane with approval. [Elimination] 2.2 Put solid barriers between the work and traffic where speeds are high, not just cones. [Engineering (guarding)] 2.3 Use a truck-mounted attenuator or buffer vehicle on high	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				speed roads. [Engineering] 2.4 Set up signs and cones to your provincial traffic control manual, with trained traffic control persons. [Administrative] 2.5 Get a road occupancy permit from the municipality or road authority before you start. [Administrative] 2.6 Park work vehicles to shield the work zone, with beacons on. [Administrative] 2.7 Wear high-visibility clothing to CSA Z96. [PPE] 2.8 Get an engineer to check before removing any wall, beam, post or bracing that may be load-bearing. [Elimination] 2.9 Keep everyone clear of the area under and next to the work. [Engineering (guarding)] 2.10 Install temporary props, needles or shoring as designed before removing any support. [Engineering] 2.11 Follow the engineer's sequence. Do not change it without approval. [Administrative] 2.12 Check props daily. Do not remove them until the permanent support is in and approved. [Administrative] 2.13 Wear a hard hat and safety boots. [PPE]		
3	Set up an exclusion zone and spotter around the excavator	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 Have a site traffic plan showing equipment routes, loading areas and pedestrian paths. [Administrative] 3.4 Use a spotter when backing up or working near people. [Administrative] 3.5 Make eye contact with the operator before going near. Stay out of the swing radius. [Administrative] 3.6 Operators are trained and competent for each machine. [Administrative] 3.7 Do a pre-start check on each machine every day and record it. [Administrative] 3.8 Wear hi-vis clothing and a hard hat. [PPE]	**Medium Rare / Fatality**	Site supervisor
4	Dig in stages, keeping spoil away from the edge	Trench or excavation collapse Being hit by heavy equipment Rules: Provincial OHS regulation, excavations and trenches	**Critical Possible / Fatality**	4.1 Use methods that keep people out of the trench, such as directional boring or working from the surface. [Elimination] 4.2 Barricade or cover the excavation so people and equipment cannot fall in. [Engineering (guarding)] 4.3 Trench or excavation collapse: see step 5 for the full controls [Administrative] 4.4 Being hit by heavy equipment: see step 3 for the full controls [Administrative]	**Medium Rare / Fatality**	Site supervisor
5	Batter or shore the walls and keep people out of the hole unless it is safe	Trench or excavation collapse Falling through a floor opening or void Rules: Provincial OHS	**Critical Possible / Fatality**	5.1 Use methods that keep people out of the trench, such as directional boring or working from the surface. [Elimination] 5.2 Barricade or cover the excavation so people and equipment cannot fall in. [Engineering (guarding)] 5.3 Shore, slope or use a trench box in any trench deeper	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
		regulation, excavations and trenches; Provincial OHS regulation, fall protection		than 1.2 metres (1.5 metres in Alberta and Manitoba). [Engineering] 5.4 Keep spoil, materials and equipment at least 1 metre back from the edge. [Engineering] 5.5 Provide a safe way in and out, such as a ladder near where people work. [Engineering] 5.6 Inspect the excavation at the start of each shift and after rain or anything that could weaken it. Record it. [Administrative] 5.7 Never work alone in a trench. Watch for water, cracks and bulging walls, and get out if you see them. [Administrative] 5.8 Wear a hard hat, hi-vis and safety boots. [PPE] 5.9 Cover every hole and penetration with a fixed, secured cover marked "HOLE" or "DANGER". [Engineering (guarding)] 5.10 Put guardrails with toe boards around stairwells, lift shafts, voids and open edges. [Engineering (guarding)] 5.11 Install stairs early and fit temporary handrails as soon as they go in. [Engineering] 5.12 Never remove a cover or guardrail without approval. Put it back straight away. [Administrative] 5.13 Inspect covers and barriers daily and after other trades have been through. [Administrative] 5.14 Keep lighting good enough to see openings, especially on lower floors and in the evening. [Administrative] 5.15 Use a harness clipped to a rated anchor when working right next to an open void. [PPE]		
6	Watch for groundwater and pump out, keeping pump leads dry	Drowning Electric shock from cords and power tools	**High** **Possible / Serious injury**	6.1 Work from the bank or a platform instead of in or over the water where you can. [Elimination] 6.2 Put up barriers or guardrails along water edges. [Engineering (guarding)] 6.3 Pump out flooded pits and excavations before work. [Engineering] 6.4 Never work near deep water alone. Keep a rescue person with a throw line or life ring ready. [Administrative] 6.5 Check water levels and the weather, and stop work in floods or fast-flowing water. [Administrative] 6.6 Wear a life jacket when working over or next to water deep enough to drown in. [PPE] 6.7 Use battery-powered tools where you can. [Substitution] 6.8 Use GFCI protection on all temporary power and portable tools. [Engineering] 6.9 Keep cords off the ground and out of water, using stands or hooks. [Engineering] 6.10 Check cords, plugs and tools before every use. Tag out and remove anything damaged. [Administrative] 6.11 Do not use tools in rain or wet areas unless they are rated for it. [Administrative]	**Medium** **Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				6.12 Wear safety boots and dry gloves. [PPE]		
7	Load and cart spoil, cleaning the road	Road traffic Poor housekeeping and waste	**Critical Possible / Fatality**	7.1 Road traffic: see step 2 for the full controls [Administrative] 7.2 Order materials to size and send packaging back where you can. [Elimination] 7.3 Put waste bins and chutes close to the work. [Engineering] 7.4 Clean as you go, and do a full clean up at the end of each day. [Administrative] 7.5 Keep exits, stairs and walkways clear at all times. [Administrative] 7.6 Stack materials neatly on level ground, away from edges. [Administrative] 7.7 Wear gloves when handling waste. [PPE]	**Medium Rare / Fatality**	Site supervisor
8	Fence the hole at the end of every day	Public entering the work area Falling through a floor opening or void Drowning Rules: Provincial OHS regulation, fall protection	**Critical Possible / Fatality**	8.1 Fence off the site with secure temporary fencing and lock the gates when you leave. [Engineering (guarding)] 8.2 Give pedestrians a safe, marked path around the work, with ramps for strollers and wheelchairs. [Engineering (guarding)] 8.3 Use hoarding, covered walkways or catch fans where work is above public areas. [Engineering] 8.4 Put signs at each entry: site name, contact number and "No unauthorised entry". [Administrative] 8.5 Make the site safe at the end of each day: cover holes, lower buckets and booms, remove ladders and lock tools away. [Administrative] 8.6 Falling through a floor opening or void: see step 5 for the full controls [Administrative] 8.7 Drowning: see step 6 for the full controls [Administrative]	**Medium Rare / Fatality**	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) High-visibility vest (CSA Z96) Hard hat (CSA Z94.1) Hearing protection Work gloves	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				
Dump truck	Provincial driver licence for the vehicle class				
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		

Check	Yes	No
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