FIELD LEVEL HAZARD ASSESSMENT (FLHA)

Business name

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Valid for this shift / task only
Highest risk after controls: Medium

1. BUSINESS AND JOB DETAILS

Job	Post hole boring and pier holes	**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 mark every hole	Hitting underground services Gas and fuel 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 Isolate and purge the line before work, with the owner's approval. [Elimination] 1.10 Lock off and tag the isolation valve. [Engineering (guarding)] 1.11 Check for leaks with a gas detector before and during work, and ventilate the area. [Engineering] 1.12 Only licensed gas fitters work on gas lines. [Administrative] 1.13 Remove ignition sources: no smoking, no hot work and no sparking tools near the line. [Administrative] 1.14 Know where the shut-off valve is and what to do if a leak happens. [Administrative] 1.15 Wear safety glasses and gloves, and keep a fire extinguisher close by. [PPE]	**Medium Rare / Fatality**	Site supervisor
2	Set up the auger machine on firm ground with an exclusion zone	Being hit by heavy equipment Contact with overhead power lines	**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]	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				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] 2.9 Ask the utility to de-energize, move or insulate the lines before work starts. [Elimination] 2.10 Use non-conductive (fibreglass) ladders near any power lines. [Substitution] 2.11 Mark the safe distance with flags, tape or goal posts and keep all equipment and people outside it. [Engineering (guarding)] 2.12 Keep to the provincial limits of approach and contact the utility before working near lines. [Administrative] 2.13 Use a dedicated spotter whenever equipment moves or raises anything near lines. [Administrative] 2.14 Treat all lines as live. If equipment touches a line, stay in the cab and keep everyone well away. [Administrative]		
3	Keep clear of the turning auger, no loose clothing	Injury from power tools Being hit by heavy equipment	**Critical Possible / Fatality**	3.1 Keep all guards fitted and working. Never tie back or remove a guard. [Engineering] 3.2 Clamp or secure the work piece. Do not hold it by hand. [Engineering] 3.3 Only trained, competent people use power tools, following the maker's instructions. [Administrative] 3.4 Check tools before use. Unplug or remove the battery before changing blades or bits. [Administrative] 3.5 No loose clothing, jewellery or long hair near spinning parts. [Administrative] 3.6 Wear safety glasses and hearing protection. Do not wear loose gloves on drills or other rotating tools. [PPE] 3.7 Being hit by heavy equipment: see step 2 for the full controls [Administrative]	**Medium Unlikely / Lost time injury**	Site supervisor
4	Cover open holes straight away	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	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				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]		
5	Spread or remove spoil and clean up	Poor housekeeping and waste	**Medium Likely / Minor injury**	5.1 Order materials to size and send packaging back where you can. [Elimination] 5.2 Put waste bins and chutes close to the work. [Engineering] 5.3 Clean as you go, and do a full clean up at the end of each day. [Administrative] 5.4 Keep exits, stairs and walkways clear at all times. [Administrative] 5.5 Stack materials neatly on level ground, away from edges. [Administrative] 5.6 Wear gloves when handling waste. [PPE]	**Low Unlikely / Minor 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) High-visibility vest (CSA Z96) Hearing protection Work gloves Hard hat (CSA Z94.1) Safety glasses (CSA Z94.3)	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		

Check	Yes	No
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