FIELD LEVEL HAZARD ASSESSMENT (FLHA)

Business name

Document: FLHA-001 Rev 1
Assessed: 2026-11-09 16:45
Valid for this shift / task only
Highest risk after controls: Medium

1. BUSINESS AND JOB DETAILS

Job	Window installation	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Glazing

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Check frames and paint for lead and asbestos	Lead paint dust and fumes Disturbing asbestos Rules: Provincial OHS regulation, lead; Provincial OHS regulation, asbestos	**Critical** **Possible /** **Fatality**	1.1 Test old paint for lead before you sand, scrape, cut or heat it. [Elimination] 1.2 Use wet scraping, chemical strippers or shrouded tools with extraction instead of dry sanding. Never burn off lead paint with an open flame. [Substitution] 1.3 Seal off the work area with plastic sheeting and keep residents, children and pets out. [Engineering (guarding)] 1.4 Clean up with a HEPA vacuum and wet wipes. Never dry sweep. [Engineering] 1.5 Wash hands and face before eating, drinking or smoking. Change out of dusty clothes before going home. [Administrative] 1.6 Wear a fit-tested respirator with P100 filters, disposable coveralls and gloves. [PPE] 1.7 Get an asbestos survey before work on buildings built before 1990. [Elimination] 1.8 Seal off the work area and keep everyone else out. [Engineering (guarding)] 1.9 If asbestos must be disturbed, keep it wet, use hand tools not power tools, and clean up with a HEPA vacuum. [Engineering] 1.10 Follow your province's asbestos rules, including notification and trained or certified workers where required. [Administrative] 1.11 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] 1.12 Stop work straight away if you find suspect asbestos. Do not touch it and tell your supervisor. [Administrative] 1.13 Wear a fit-tested respirator suited to the work, and disposable coveralls. [PPE]	**Medium** **Rare / Fatality**	Site supervisor
2	Protect occupants and furnishings and set exclusion	Working in an occupied home or building	**High** **Possible /**	2.1 Plan noisy, dusty or risky work for when the building is empty. [Elimination]	**Low** **Rare / Serious**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
	areas inside and out	Public entering the work area	**Serious injury**	2.2 Close off the work area with barriers, plastic sheeting or locked doors, and put up signs. [Engineering (guarding)] 2.3 Keep fire exits and paths clear at all times. [Administrative] 2.4 Tell occupants before you turn off power, water or gas, and before noisy or dusty work. [Administrative] 2.5 Lock away tools, chemicals and materials each day, out of reach of children. [Administrative] 2.6 Clean up dust and debris at the end of each day. [Administrative] 2.7 Fence off the site with secure temporary fencing and lock the gates when you leave. [Engineering (guarding)] 2.8 Give pedestrians a safe, marked path around the work, with ramps for strollers and wheelchairs. [Engineering (guarding)] 2.9 Use hoarding, covered walkways or catch fans where work is above public areas. [Engineering] 2.10 Put signs at each entry: site name, contact number and "No unauthorised entry". [Administrative] 2.11 Make the site safe at the end of each day: cover holes, lower buckets and booms, remove ladders and lock tools away. [Administrative] 2.12 Use a spotter when moving equipment or materials across public paths. [Administrative]	**injury**	
3	Set up access for upper floor windows and barricade below	Falling from height Scaffold collapse or fall from scaffold Falling tools and materials Rules: Provincial OHS regulation, fall protection; 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 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Administrative] 3.7 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] 3.8 Fit guardrails, mid rails and toe boards on every working platform. [Engineering] 3.9 Use mobile scaffolds only on firm, level ground with castors locked and outriggers fitted. Never move one with anyone on it. [Engineering] 3.10 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	**Medium Unlikely / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				use. [Administrative] 3.11 Do not overload platforms. Know the rated load and keep material stacks over the frames. [Administrative] 3.12 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Engineering (guarding)] 3.13 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Engineering] 3.14 Use catch fans, debris netting or covered walkways where people pass below. [Engineering] 3.15 Tether hand tools when working at height. [Engineering] 3.16 Keep platforms tidy. Do not stack materials near edges or above toe board height. [Administrative]		
4	Remove beads and old glass first, wearing cut gloves	Glass handling and breakage Cuts from sharp edges	**High Possible / Serious injury**	4.1 Use suction lifters, glass trolleys or a glazing robot for large panes. [Engineering] 4.2 Store glass upright on racks and secure it. Never lay it flat or lean it loosely. [Engineering] 4.3 Glass handling and breakage: see step 7 for the full controls [Administrative] 4.4 Deburr or cover sharp edges, and fit edge protectors on exposed sheet metal. [Engineering] 4.5 Use knives with retractable or self-retracting blades. [Engineering] 4.6 Cut away from your body and keep your other hand clear. [Administrative] 4.7 Put used blades in a blade bin or sharps container. [Administrative] 4.8 Use two people to handle large sheets of metal or glass. [Administrative] 4.9 Wear cut-resistant gloves and long sleeves. [PPE]	**Medium Unlikely / Serious injury**	Site supervisor
5	Remove the old frame, guarding the open hole	Falling through a floor opening or void Lifting and carrying heavy loads Rules: Provincial OHS regulation, fall protection	**Critical Possible / Fatality**	5.1 Cover every hole and penetration with a fixed, secured cover marked "HOLE" or "DANGER". [Engineering (guarding)] 5.2 Put guardrails with toe boards around stairwells, lift shafts, voids and open edges. [Engineering (guarding)] 5.3 Install stairs early and fit temporary handrails as soon as they go in. [Engineering] 5.4 Never remove a cover or guardrail without approval. Put it back straight away. [Administrative] 5.5 Inspect covers and barriers daily and after other trades have been through. [Administrative] 5.6 Keep lighting good enough to see openings, especially on lower floors and in the evening. [Administrative] 5.7 Use a harness clipped to a rated anchor when working right next to an open void. [PPE] 5.8 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 5.9 Use lighter or smaller loads: order smaller bags and	**Medium Unlikely / Lost time injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				shorter lengths, and drain or break down old items before moving them. [Substitution] 5.10 Lifting and carrying heavy loads: see step 7 for the full controls [Administrative]		
6	Check the opening and lintel, and prop it if it is not sound	Structural collapse during alterations	**High Unlikely / Fatality**	6.1 Get an engineer to check before removing any wall, beam, post or bracing that may be load-bearing. [Elimination] 6.2 Keep everyone clear of the area under and next to the work. [Engineering (guarding)] 6.3 Install temporary props, needles or shoring as designed before removing any support. [Engineering] 6.4 Follow the engineer's sequence. Do not change it without approval. [Administrative] 6.5 Check props daily. Do not remove them until the permanent support is in and approved. [Administrative] 6.6 Wear a hard hat and safety boots. [PPE]	**Medium Rare / Fatality**	Site supervisor
7	Lift new windows with two people or suction lifters	Lifting and carrying heavy loads Glass handling and breakage	**High Likely / Lost time injury**	7.1 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 7.2 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 7.3 Use trolleys, pallet jacks, hoists, vacuum lifters or equipment instead of carrying by hand. [Engineering] 7.4 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative] 7.5 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative] 7.6 Rotate tasks and take breaks on long lifting jobs. [Administrative] 7.7 Wear gloves for grip and safety boots to protect your feet. [PPE] 7.8 Use suction lifters, glass trolleys or a glazing robot for large panes. [Engineering] 7.9 Store glass upright on racks and secure it. Never lay it flat or lean it loosely. [Engineering] 7.10 Use two or more people for large panes, and clear the carry route first. [Administrative] 7.11 Mark new glass with tape or stickers so nobody walks into it. [Administrative] 7.12 Clean up broken glass straight away into a marked container. [Administrative] 7.13 Wear cut-resistant gloves, arm guards, safety glasses and safety boots. [PPE]	**Medium Unlikely / Serious injury**	Site supervisor
8	Fix, pack, seal and flash the window	Injury from power tools Hazardous chemicals Rules: WHMIS 2015 and	**Medium Possible / Lost time injury**	8.1 Keep all guards fitted and working. Never tie back or remove a guard. [Engineering] 8.2 Clamp or secure the work piece. Do not hold it by hand. [Engineering]	**Medium Unlikely / Lost time injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
		provincial OHS regulation		8.3 Only trained, competent people use power tools, following the maker's instructions. [Administrative] 8.4 Check tools before use. Unplug or remove the battery before changing blades or bits. [Administrative] 8.5 No loose clothing, jewellery or long hair near spinning parts. [Administrative] 8.6 Wear safety glasses and hearing protection. Do not wear loose gloves on drills or other rotating tools. [PPE] 8.7 Choose the least harmful product that does the job, for example water-based instead of solvent-based. [Substitution] 8.8 Use chemicals in well-ventilated areas, or use fans and extraction in closed rooms. [Engineering] 8.9 Read the Safety Data Sheet (SDS) and WHMIS labels before use. Workers have WHMIS training. [Administrative] 8.10 Keep chemicals in labelled containers. Never decant into drink bottles. [Administrative] 8.11 Store chemicals away from heat, food and drink, and keep products that react with each other apart. [Administrative] 8.12 Have eye wash and a spill kit nearby, and wash hands before eating. [Administrative] 8.13 Wear chemical-resistant gloves and safety glasses or goggles as listed on the SDS. [PPE] 8.14 Use a respirator with the right cartridge if the SDS calls for one. [PPE]		
9	Make good, then clean up broken glass and waste	Poor housekeeping and waste Cuts from sharp edges	**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. [Administrative] 9.5 Stack materials neatly on level ground, away from edges. [Administrative] 9.6 Wear gloves when handling waste. [PPE] 9.7 Cuts from sharp edges: see step 4 for the full controls [Administrative]	**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) Cut-resistant gloves	Fall protection plan

Required PPE	Permits and plans
Safety glasses (CSA Z94.3) 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 N95 respirator High-visibility vest (CSA Z96) Hearing protection Chemical-resistant gloves Safety goggles	

4. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Power drill					
Rolling scaffold	Provincial scaffold training				
Hand tools					
Platform ladder					

5. TRAINING REQUIRED FOR THIS WORK

- 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)		
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

Rev	Date	By	What changed

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