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	Ducted AC unit installation	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	HVAC

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Check the roof space for asbestos, cables and access	Disturbing asbestos Electric shock from live wiring Tight spaces: attics and crawl spaces Rules: Provincial OHS regulation, asbestos; Provincial OHS regulation, electrical safety, and CSA Z462	**Critical Possible / Fatality**	1.1 Get an asbestos survey before work on buildings built before 1990. [Elimination] 1.2 Seal off the work area and keep everyone else out. [Engineering (guarding)] 1.3 If asbestos must be disturbed, keep it wet, use hand tools not power tools, and clean up with a HEPA vacuum. [Engineering] 1.4 Follow your province's asbestos rules, including notification and trained or certified workers where required. [Administrative] 1.5 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] 1.6 Stop work straight away if you find suspect asbestos. Do not touch it and tell your supervisor. [Administrative] 1.7 Wear a fit-tested respirator suited to the work, and disposable coveralls. [PPE] 1.8 Isolate the power before any work. Do not work live. [Elimination] 1.9 Lock out and tag the isolation point with your own personal lock and danger tag. [Engineering (guarding)] 1.10 Electric shock from live wiring: see step 6 for the full controls [Administrative] 1.11 Do as much of the work as you can from outside the tight space. [Elimination] 1.12 Turn the power off at the panel before entering where you can, as damaged wiring may be live. [Engineering (guarding)] 1.13 Lay crawl boards across the joists so you cannot step through the ceiling. [Engineering] 1.14 Set up ventilation and lighting in the space. [Engineering] 1.15 Limit time in hot attics and take breaks somewhere cool. [Administrative]	**Medium Unlikely / Lost time injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
2	Work in the roof space early in the day, with breaks and water	Heat stress Confined space entry Rules: Provincial OHS regulation, confined spaces	**High Possible / Serious injury**	2.1 Schedule heavy work for the cooler part of the day. [Elimination] 2.2 Provide shade over work and rest areas, and fans or cooling in attics. [Engineering] 2.3 Supply cool drinking water close by and drink a cup every 15 to 20 minutes. [Administrative] 2.4 Take regular rest breaks in the shade, more often as it gets hotter. [Administrative] 2.5 Let new and returning workers build up to full work in the heat over about a week. [Administrative] 2.6 Watch each other for dizziness, headache, confusion or stopping sweating. Stop work, cool down and get help. [Administrative] 2.7 Have a hot weather plan, including when work stops. [Administrative] 2.8 Wear light, loose, long-sleeved clothing, a hat or brim, and sunscreen. [PPE] 2.9 Do the work from outside the space where you can, using cameras or long-reach tools. [Elimination] 2.10 Isolate and lock out all pipes, power and moving parts going into the space. [Engineering (guarding)] 2.11 Test the air for oxygen, flammable and toxic gases before entry, and keep testing during the work. [Engineering] 2.12 Use forced ventilation to keep the air clean. [Engineering] 2.13 Follow your province's confined space program with a written entry permit. Only trained workers enter. [Administrative] 2.14 Keep a trained standby person outside at all times, in contact with those inside. [Administrative] 2.15 Set up a rescue plan and rescue gear before entry. Never go in to rescue without the right gear. [Administrative] 2.16 Wear a harness for retrieval and the respirator the air test calls for. [PPE]	**Medium Unlikely / Serious injury**	Site supervisor
3	Lift the indoor unit into the roof with a hoist or team	Lifting and carrying heavy loads Falling tools and materials	**High Likely / Lost time injury**	3.1 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 3.2 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 3.3 Use trolleys, pallet jacks, hoists, vacuum lifters or equipment instead of carrying by hand. [Engineering] 3.4 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative] 3.5 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative] 3.6 Rotate tasks and take breaks on long lifting jobs. [Administrative] 3.7 Wear gloves for grip and safety boots to protect your feet.	**Medium Unlikely / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				[PPE] 3.8 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Engineering (guarding)] 3.9 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Engineering] 3.10 Use catch fans, debris netting or covered walkways where people pass below. [Engineering] 3.11 Tether hand tools when working at height. [Engineering] 3.12 Keep platforms tidy. Do not stack materials near edges or above toe board height. [Administrative] 3.13 Lower materials with a hoist, chute or rope. Never throw or drop anything down. [Administrative] 3.14 Wear a hard hat anywhere objects could fall. [PPE]		
4	Walk on joists or crawl boards only	Falling through a floor opening or void 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]	**Medium Rare / Fatality**	Site supervisor
5	Install ducts, cutting with care and wearing gloves and a mask for insulation	Cuts from sharp edges General dust	**Medium Likely / Minor injury**	5.1 Deburr or cover sharp edges, and fit edge protectors on exposed sheet metal. [Engineering] 5.2 Use knives with retractable or self-retracting blades. [Engineering] 5.3 Cut away from your body and keep your other hand clear. [Administrative] 5.4 Put used blades in a blade bin or sharps container. [Administrative] 5.5 Use two people to handle large sheets of metal or glass. [Administrative] 5.6 Wear cut-resistant gloves and long sleeves. [PPE] 5.7 Use low-dust products, such as dust-reduced or pre-mixed compounds. [Substitution] 5.8 Seal off the work area with plastic sheeting in occupied buildings. [Engineering (guarding)] 5.9 Use tools with dust extraction and a vacuum for clean up. [Engineering] 5.10 Lightly mist the area with water to keep dust down, away from anything electrical. [Engineering] 5.11 Never dry sweep or blow dust off with compressed air.	**Low Unlikely / Minor injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				[Administrative] 5.12 Wear a dust mask and safety glasses. [PPE]		
6	Connect refrigerant and power, test and commission	Refrigerant leaks Electric shock from live wiring Pressure testing Rules: Provincial OHS regulation, electrical safety, and CSA Z462	**Critical Possible / Fatality**	6.1 Recover refrigerant into an approved cylinder before opening the system. Never vent it. [Engineering (guarding)] 6.2 Ventilate closed spaces and use a leak detector during the work. [Engineering] 6.3 Only certified refrigeration technicians handle refrigerants, as your province requires. [Administrative] 6.4 With flammable refrigerants (such as R32 or R290), remove ignition sources and use spark-free tools. [Administrative] 6.5 Wear cold-rated gloves and safety glasses or a face shield. [PPE] 6.6 Isolate the power before any work. Do not work live. [Elimination] 6.7 Lock out and tag the isolation point with your own personal lock and danger tag. [Engineering (guarding)] 6.8 Test before you touch: prove dead at the point of work with a tested voltage tester. [Engineering] 6.9 Only licensed electricians do electrical work, to the Canadian Electrical Code and provincial rules. [Administrative] 6.10 Check for back feeds from solar, batteries and generators that can keep a circuit live after the main switch is off. [Administrative] 6.11 Test with water instead of air or gas where the system allows it. Never put water in refrigerant pipework, which is tested with dry nitrogen. [Substitution] 6.12 Keep people out of the test area with signs and barriers. [Engineering (guarding)] 6.13 Use a calibrated gauge and a relief valve set to protect the system. [Engineering] 6.14 Test to the pressure the system calls for and hold it for the set time. Never go over. [Administrative] 6.15 Release the pressure fully before tightening anything or fixing leaks. [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) Safety glasses (CSA Z94.3) Cut-resistant gloves N95 respirator	Lockout permit

Required PPE	Permits and plans
Full body harness (fall arrest) Respirator fit tested to CSA Z94.4 (P100 for dust, or the type the air test calls for) Coveralls Work gloves Rubber insulating gloves Arc flash PPE (CSA Z462) Knee pads Hard hat (CSA Z94.1) Sun protection (sunscreen, hat, long sleeves) Face shield	

4. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Power drill					
Hand tools					
Platform ladder					
Mobile crane	Provincial crane operator certification, qualified rigger	Pre-use check each shift; inspected, tested and maintained to CSA Z150 as adopted by your province			
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

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