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	Flat roof and membrane roofing	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Roofing

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Set up edge protection around the flat roof and guard any roof openings or skylights	Falling from a roof edge Falling through a floor opening or void Falling through a fragile roof or skylight Rules: Provincial OHS regulation, fall protection	**Critical Likely / Fatality**	1.1 Do what you can from the ground or from a scaffold at the gutter line, for example pre-assemble parts on the ground. [Elimination] 1.2 Install edge protection or guardrails on all open roof edges before work starts. [Engineering (guarding)] 1.3 Use a perimeter scaffold with handrails and toe boards along the eaves where practical. [Engineering] 1.4 Where guardrails cannot be fitted, use fall restraint on certified roof anchors so workers cannot reach the edge. [Engineering] 1.5 Use one safe, controlled access point and keep others off the roof. [Administrative] 1.6 Cover every hole and penetration with a fixed, secured cover marked "HOLE" or "DANGER". [Engineering (guarding)] 1.7 Put guardrails with toe boards around stairwells, lift shafts, voids and open edges. [Engineering (guarding)] 1.8 Install stairs early and fit temporary handrails as soon as they go in. [Engineering] 1.9 Never remove a cover or guardrail without approval. Put it back straight away. [Administrative] 1.10 Inspect covers and barriers daily and after other trades have been through. [Administrative] 1.11 Work from underneath or from an aerial work platform so nobody stands on the fragile roof. [Elimination] 1.12 Cover or guard every skylight and fragile sheet with a fixed, marked cover or mesh before work starts. [Engineering (guarding)] 1.13 Install safety mesh under new roof sheeting, and use crawl boards or staging to spread the load on fragile surfaces. [Engineering] 1.14 Use fall arrest on rated anchors when working near fragile areas. [Engineering] 1.15 Treat all roof sheets as fragile until a competent person confirms they are not. Old fibre cement and plastic sheets	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				are fragile. [Administrative]		
2	Lift materials up with a hoist, keeping the area below closed off	Falling tools and materials Lifting and carrying heavy loads Public entering the work area	**High** **Possible / Serious injury**	2.1 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Engineering (guarding)] 2.2 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Engineering] 2.3 Use catch fans, debris netting or covered walkways where people pass below. [Engineering] 2.4 Tether hand tools when working at height. [Engineering] 2.5 Keep platforms tidy. Do not stack materials near edges or above toe board height. [Administrative] 2.6 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 2.7 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Substitution] 2.8 Use trolleys, pallet jacks, hoists, vacuum lifters or equipment instead of carrying by hand. [Engineering] 2.9 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative] 2.10 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative] 2.11 Fence off the site with secure temporary fencing and lock the gates when you leave. [Engineering (guarding)] 2.12 Give pedestrians a safe, marked path around the work, with ramps for strollers and wheelchairs. [Engineering (guarding)] 2.13 Use hoarding, covered walkways or catch fans where work is above public areas. [Engineering] 2.14 Put signs at each entry: site name, contact number and "No unauthorised entry". [Administrative] 2.15 Make the site safe at the end of each day: cover holes, lower buckets and booms, remove ladders and lock tools away. [Administrative]	**Medium** **Unlikely / Serious injury**	Site supervisor
3	Strip the old covering and check the deck for rot	Lifting and carrying heavy loads Cuts from sharp edges General dust	**High** **Likely / Lost time injury**	3.1 Rotate tasks and take breaks on long lifting jobs. [Administrative] 3.2 Wear gloves for grip and safety boots to protect your feet. [PPE] 3.3 Lifting and carrying heavy loads: see step 2 for the full controls [Administrative] 3.4 Deburr or cover sharp edges, and fit edge protectors on exposed sheet metal. [Engineering] 3.5 Use knives with retractable or self-retracting blades. [Engineering] 3.6 Cut away from your body and keep your other hand clear. [Administrative] 3.7 Put used blades in a blade bin or sharps container. [Administrative]	**Medium** **Unlikely / Lost time injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				3.8 Use two people to handle large sheets of metal or glass. [Administrative] 3.9 Use low-dust products, such as dust-reduced or pre-mixed compounds. [Substitution] 3.10 Seal off the work area with plastic sheeting in occupied buildings. [Engineering (guarding)] 3.11 Use tools with dust extraction and a vacuum for clean up. [Engineering] 3.12 Lightly mist the area with water to keep dust down, away from anything electrical. [Engineering] 3.13 Never dry sweep or blow dust off with compressed air. [Administrative]		
4	Apply primers and adhesives with good airflow and away from flames	Hazardous chemicals Flammable liquids and gases Rules: WHMIS 2015 and provincial OHS regulation	**High Unlikely / Fatality**	4.1 Choose the least harmful product that does the job, for example water-based instead of solvent-based. [Substitution] 4.2 Use chemicals in well-ventilated areas, or use fans and extraction in closed rooms. [Engineering] 4.3 Read the Safety Data Sheet (SDS) and WHMIS labels before use. Workers have WHMIS training. [Administrative] 4.4 Keep chemicals in labelled containers. Never decant into drink bottles. [Administrative] 4.5 Store chemicals away from heat, food and drink, and keep products that react with each other apart. [Administrative] 4.6 Have eye wash and a spill kit nearby, and wash hands before eating. [Administrative] 4.7 Wear chemical-resistant gloves and safety glasses or goggles as listed on the SDS. [PPE] 4.8 Use a respirator with the right cartridge if the SDS calls for one. [PPE] 4.9 Use non-flammable or water-based products where you can. [Substitution] 4.10 Keep ignition sources away: no smoking, no hot work and no running engines near flammables. [Engineering (guarding)] 4.11 Store fuels and solvents in approved, closed containers in a ventilated area away from the work. [Engineering] 4.12 Refuel equipment outdoors with the engine off and cool. [Administrative] 4.13 Keep only what you need for the day on site. [Administrative] 4.14 Store gas cylinders upright, secured and outdoors. [Administrative] 4.15 Keep a suitable fire extinguisher where flammables are used or stored. [Administrative] 4.16 Wear chemical gloves and safety glasses when pouring or mixing. [PPE]	**Medium Unlikely / Lost time injury**	Site supervisor
5	Torch on membrane under a hot work permit, with an	Fire from hot works Burns from hot surfaces	**Critical Possible /**	5.1 Use cold work methods where you can, such as bolting, press fittings or cutting with a saw instead of a torch.	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
	extinguisher and a fire watch after	Fire and emergencies	**Fatality**	[Elimination] 5.2 Move anything that can burn at least 10 metres away, or cover it with fire blankets. [Engineering (guarding)] 5.3 Use fire-resistant screens to stop sparks reaching people or gaps in walls and floors. [Engineering] 5.4 Get a hot work permit before starting. [Administrative] 5.5 Keep a charged fire extinguisher and fire blanket at the work spot. [Administrative] 5.6 Isolate heating systems and let parts cool before you touch them. [Elimination] 5.7 Fit guards or insulation on hot pipes and equipment. [Engineering] 5.8 Mark hot items with chalk or a "HOT" sign so others know. [Administrative] 5.9 Keep a first aid kit and cool running water nearby for burns. [Administrative] 5.10 Wear heat-resistant gloves and long sleeves. [PPE] 5.11 Provide fire extinguishers suited to the site, checked and easy to reach. [Engineering] 5.12 Keep exits and escape routes clear and signed. [Engineering] 5.13 Have a site emergency plan: alarm, exits, assembly point and emergency contacts. [Administrative] 5.14 Keep a stocked first aid kit and at least one trained first aider on site. [Administrative] 5.15 Know the site address and how emergency services get in. Call 911. [Administrative]		
6	Seal outlets and edges, clear the roof and remove access	Poor housekeeping and waste Heat stress Sun exposure (UV)	**High** **Possible /** **Serious injury**	6.1 Order materials to size and send packaging back where you can. [Elimination] 6.2 Put waste bins and chutes close to the work. [Engineering] 6.3 Clean as you go, and do a full clean up at the end of each day. [Administrative] 6.4 Keep exits, stairs and walkways clear at all times. [Administrative] 6.5 Stack materials neatly on level ground, away from edges. [Administrative] 6.6 Schedule heavy work for the cooler part of the day. [Elimination] 6.7 Provide shade over work and rest areas, and fans or cooling in attics. [Engineering] 6.8 Supply cool drinking water close by and drink a cup every 15 to 20 minutes. [Administrative] 6.9 Take regular rest breaks in the shade, more often as it gets hotter. [Administrative] 6.10 Let new and returning workers build up to full work in the heat over about a week. [Administrative] 6.11 Plan outdoor work for early morning or late afternoon when UV is lower. [Elimination]	**Medium** **Unlikely /** **Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				6.12 Put shade covers over fixed work areas. [Engineering] 6.13 Check the UV index each day. Use sun protection when it is 3 or higher. [Administrative] 6.14 Check your skin regularly and see a doctor about any new or changing spots. [Administrative] 6.15 Wear a broad-brim hat or hard hat brim, long sleeves, sunglasses and SPF 30 or higher sunscreen, reapplied every 2 hours. [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) Full body harness (fall arrest) Work gloves Safety glasses (CSA Z94.3) Respirator fit tested to CSA Z94.4 (P100 for dust, or the type the air test calls for) Sun protection (sunscreen, hat, long sleeves) Hard hat (CSA Z94.1) High-visibility vest (CSA Z96) Cut-resistant gloves N95 respirator Chemical-resistant gloves Safety goggles Coveralls Welding gloves Face shield	Roof access permit Fall protection plan Hot work permit

4. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Propane torch					
Hand tools					
Extension ladder					
Material hoist					

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

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