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	Scaffold alteration	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Scaffolding

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Only licensed or carded scaffolders alter scaffold; tag it out first	Scaffold collapse or fall from scaffold Rules: Provincial OHS regulation, scaffolds	**Critical Possible / Fatality**	1.1 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] 1.2 Fit guardrails, mid rails and toe boards on every working platform. [Engineering] 1.3 Use mobile scaffolds only on firm, level ground with castors locked and outriggers fitted. Never move one with anyone on it. [Engineering] 1.4 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 use. [Administrative] 1.5 Do not overload platforms. Know the rated load and keep material stacks over the frames. [Administrative] 1.6 Never remove ties, braces, guardrails or boards. Only the scaffolder alters the scaffold. [Administrative] 1.7 Wear a hard hat and safety boots on and around the scaffold. [PPE]	**Medium Rare / Fatality**	Site supervisor
2	Clear other workers from the area	Falling tools and materials 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 Falling tools and materials: see step 4 for the full controls [Administrative] 2.4 Fence off the site with secure temporary fencing and lock the gates when you leave. [Engineering (guarding)] 2.5 Give pedestrians a safe, marked path around the work, with ramps for strollers and wheelchairs. [Engineering (guarding)] 2.6 Use hoarding, covered walkways or catch fans where work is above public areas. [Engineering] 2.7 Put signs at each entry: site name, contact number and "No unauthorised entry". [Administrative] 2.8 Make the site safe at the end of each day: cover holes,	**Medium Unlikely / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				lower buckets and booms, remove ladders and lock tools away. [Administrative] 2.9 Use a spotter when moving equipment or materials across public paths. [Administrative]		
3	Make the change, keeping ties and bracing in place	Scaffold collapse or fall from scaffold Falling from height Rules: Provincial OHS regulation, scaffolds; Provincial OHS regulation, fall protection	**Critical Likely / Fatality**	3.1 Scaffold collapse or fall from scaffold: see step 1 for the full controls [Administrative] 3.2 Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. [Elimination] 3.3 Install guardrails or edge protection on all open edges before work starts. [Engineering (guarding)] 3.4 Use a scaffold, mobile work platform or aerial work platform instead of working off a ladder. [Engineering] 3.5 Where edge protection is not practical, use a fall restraint or fall arrest system on a rated anchor point. [Engineering] 3.6 Fall protection plan in place where required. Workers trained in fall protection (Working at Heights training in Ontario). [Administrative] 3.7 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Administrative] 3.8 Wear a full body harness with a shock-absorbing lanyard, clipped on at all times when using fall arrest. [PPE]	**Medium Rare / Fatality**	Site supervisor
4	Reinstate guardrails and toe boards	Falling from height Falling tools and materials Rules: Provincial OHS regulation, fall protection	**Critical Likely / Fatality**	4.1 Falling from height: see step 3 for the full controls [Administrative] 4.2 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Engineering (guarding)] 4.3 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Engineering] 4.4 Use catch fans, debris netting or covered walkways where people pass below. [Engineering] 4.5 Tether hand tools when working at height. [Engineering] 4.6 Keep platforms tidy. Do not stack materials near edges or above toe board height. [Administrative] 4.7 Lower materials with a hoist, chute or rope. Never throw or drop anything down. [Administrative] 4.8 Wear a hard hat anywhere objects could fall. [PPE]	**Medium Unlikely / Serious injury**	Site supervisor
5	Re-inspect and re-tag	Scaffold collapse or fall from scaffold Rules: Provincial OHS regulation, scaffolds	**Critical Possible / Fatality**	5.1 Scaffold collapse or fall from scaffold: see step 1 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) Hard hat (CSA Z94.1) Full body harness (fall arrest) Work gloves High-visibility vest (CSA Z96) Safety glasses (CSA Z94.3)	Fall protection plan

4. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Frame scaffold	Provincial scaffold erector 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		

Check	Yes	No
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
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