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 erection	**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	Check the scaffold design (an engineer's drawings on site for tall or special scaffolds), ground conditions and power lines before unloading	Contact with overhead power lines Scaffold collapse or fall from scaffold Rules: Provincial OHS regulation, scaffolds	**Critical Possible / Fatality**	1.1 Ask the utility to de-energize, move or insulate the lines before work starts. [Elimination] 1.2 Use non-conductive (fibreglass) ladders near any power lines. [Substitution] 1.3 Mark the safe distance with flags, tape or goal posts and keep all equipment and people outside it. [Engineering (guarding)] 1.4 Keep to the provincial limits of approach and contact the utility before working near lines. [Administrative] 1.5 Use a dedicated spotter whenever equipment moves or raises anything near lines. [Administrative] 1.6 Treat all lines as live. If equipment touches a line, stay in the cab and keep everyone well away. [Administrative] 1.7 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] 1.8 Fit guardrails, mid rails and toe boards on every working platform. [Engineering] 1.9 Scaffold collapse or fall from scaffold: see step 9 for the full controls [Administrative]	**Medium Rare / Fatality**	Site supervisor
2	Set up an exclusion zone or hoarding and control traffic and the public	Public entering the work area Road traffic Falling tools and materials	**Critical Possible / Fatality**	2.1 Fence off the site with secure temporary fencing and lock the gates when you leave. [Engineering (guarding)] 2.2 Give pedestrians a safe, marked path around the work, with ramps for strollers and wheelchairs. [Engineering (guarding)] 2.3 Use hoarding, covered walkways or catch fans where work is above public areas. [Engineering] 2.4 Put signs at each entry: site name, contact number and "No unauthorised entry". [Administrative] 2.5 Make the site safe at the end of each day: cover holes, lower buckets and booms, remove ladders and lock tools away. [Administrative] 2.6 Do the work at low-traffic times, or close the road or lane with approval. [Elimination]	**Medium Unlikely / Serious injury**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				2.7 Put solid barriers between the work and traffic where speeds are high, not just cones. [Engineering (guarding)] 2.8 Use a truck-mounted attenuator or buffer vehicle on high speed roads. [Engineering] 2.9 Set up signs and cones to your provincial traffic control manual, with trained traffic control persons. [Administrative] 2.10 Get a road occupancy permit from the municipality or road authority before you start. [Administrative] 2.11 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Engineering (guarding)] 2.12 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Engineering] 2.13 Falling tools and materials: see step 6 for the full controls [Administrative]		
3	Unload and stack gear close to the work, lifting with a partner	Lifting and carrying heavy loads Road traffic	**Critical Possible / Fatality**	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. [PPE] 3.8 Park work vehicles to shield the work zone, with beacons on. [Administrative] 3.9 Wear high-visibility clothing to CSA Z96. [PPE] 3.10 Road traffic: see step 2 for the full controls [Administrative]	**Medium Unlikely / Lost time injury**	Site supervisor
4	Set base plates and sole boards on firm, level ground	Scaffold collapse or fall from scaffold Rules: Provincial OHS regulation, scaffolds	**Critical Possible / Fatality**	4.1 Use mobile scaffolds only on firm, level ground with castors locked and outriggers fitted. Never move one with anyone on it. [Engineering] 4.2 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] 4.3 Scaffold collapse or fall from scaffold: see step 9 for the full controls [Administrative]	**Medium Rare / Fatality**	Site supervisor
5	Erect lift by lift, installing guardrails as you go and staying clipped on	Falling from height Scaffold collapse or fall from scaffold	**Critical Likely / Fatality**	5.1 Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. [Elimination]	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
		Rules: Provincial OHS regulation, fall protection; Provincial OHS regulation, scaffolds		5.2 Install guardrails or edge protection on all open edges before work starts. [Engineering (guarding)] 5.3 Use a scaffold, mobile work platform or aerial work platform instead of working off a ladder. [Engineering] 5.4 Where edge protection is not practical, use a fall restraint or fall arrest system on a rated anchor point. [Engineering] 5.5 Fall protection plan in place where required. Workers trained in fall protection (Working at Heights training in Ontario). [Administrative] 5.6 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Administrative] 5.7 Wear a full body harness with a shock-absorbing lanyard, clipped on at all times when using fall arrest. [PPE] 5.8 Do not overload platforms. Know the rated load and keep material stacks over the frames. [Administrative] 5.9 Never remove ties, braces, guardrails or boards. Only the scaffolder alters the scaffold. [Administrative] 5.10 Scaffold collapse or fall from scaffold: see step 9 for the full controls [Administrative]		
6	Pass components up by hand or with a rated gin wheel fixed to the maker's instructions, never throw them	Falling tools and materials Lifting and carrying heavy loads	**High Possible / Serious injury**	6.1 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Engineering (guarding)] 6.2 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Engineering] 6.3 Use catch fans, debris netting or covered walkways where people pass below. [Engineering] 6.4 Tether hand tools when working at height. [Engineering] 6.5 Keep platforms tidy. Do not stack materials near edges or above toe board height. [Administrative] 6.6 Lower materials with a hoist, chute or rope. Never throw or drop anything down. [Administrative] 6.7 Wear a hard hat anywhere objects could fall. [PPE] 6.8 Lifting and carrying heavy loads: see step 3 for the full controls [Administrative]	**Medium Unlikely / Serious injury**	Site supervisor
7	Tie in to the building at the design spacing as each lift goes up	Scaffold collapse or fall from scaffold Strong wind and storms Rules: Provincial OHS regulation, scaffolds	**Critical Possible / Fatality**	7.1 Wear a hard hat and safety boots on and around the scaffold. [PPE] 7.2 Scaffold collapse or fall from scaffold: see step 9 for the full controls [Administrative] 7.3 Check the forecast each morning and plan work at height and lifting around the weather. [Elimination] 7.4 Tie down or weigh down loose sheets, panels, boards and rubbish at the end of each shift. [Engineering] 7.5 Set wind limits for roof work, platforms and cranes, using the manufacturer's limits, and stop when they are reached. [Administrative] 7.6 Stop work and get down in lightning. Wait 30 minutes after the last thunder before going back up. [Administrative] 7.7 Check scaffold, fencing and edge protection after strong wind before anyone uses them. [Administrative]	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				7.8 Do not carry large sheets on roofs in wind. [Administrative] 7.9 Wear a hard hat with a chin strap at height in windy conditions. [PPE]		
8	Fit decks, guardrails, toe boards and ladder access	Falling from height Falling tools and materials Falling from a ladder Rules: Provincial OHS regulation, fall protection	**Critical Likely / Fatality**	8.1 Falling from height: see step 5 for the full controls [Administrative] 8.2 Falling tools and materials: see step 6 for the full controls [Administrative] 8.3 Use a platform ladder, mobile scaffold or aerial work platform for longer jobs instead of a straight ladder. [Substitution] 8.4 Use CSA Grade 1, 1A or 1AA ladders in good condition. Remove any damaged ladder from site. [Engineering] 8.5 Set extension ladders at a 4 to 1 angle on firm, level ground, tied or footed, and reaching 1 metre above the landing. [Engineering] 8.6 Use ladders only for short, light work. Do not carry heavy or awkward loads up a ladder. [Administrative] 8.7 Keep three points of contact and your belt buckle between the side rails. Do not overreach. [Administrative]	**Medium Unlikely / Serious injury**	Site supervisor
9	Competent worker inspects the scaffold, tags every access point and hands it over before first use	Scaffold collapse or fall from scaffold Rules: Provincial OHS regulation, scaffolds	**Critical Possible / Fatality**	9.1 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] 9.2 Fit guardrails, mid rails and toe boards on every working platform. [Engineering] 9.3 Use mobile scaffolds only on firm, level ground with castors locked and outriggers fitted. Never move one with anyone on it. [Engineering] 9.4 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] 9.5 Do not overload platforms. Know the rated load and keep material stacks over the frames. [Administrative] 9.6 Never remove ties, braces, guardrails or boards. Only the scaffolder alters the scaffold. [Administrative] 9.7 Wear a hard hat and safety boots on and around the scaffold. [PPE]	**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)	Fall protection plan

Required PPE	Permits and plans
Hard hat (CSA Z94.1) Full body harness (fall arrest) Work gloves High-visibility vest (CSA Z96) Safety glasses (CSA Z94.3)	

4. PLANT AND EQUIPMENT

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