FIELD LEVEL HAZARD ASSESSMENT (FLHA)

Business name

Document: FLHA-001 Rev 1
Assessed: 2026-11-09 18:04
Valid for this shift / task only
Highest risk after controls: Medium

1. BUSINESS AND JOB DETAILS

Job	Commercial flat roof solar installation	**Start date**	Nov 9, 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Solar

2. JOB STEPS, HAZARDS AND CONTROLS

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
1	Install edge protection and guard skylights	Falling from a roof edge Falling through a fragile roof or skylight Falling through a floor opening or void 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 Work from underneath or from an aerial work platform so nobody stands on the fragile roof. [Elimination] 1.7 Cover or guard every skylight and fragile sheet with a fixed, marked cover or mesh before work starts. [Engineering (guarding)] 1.8 Install safety mesh under new roof sheeting, and use crawl boards or staging to spread the load on fragile surfaces. [Engineering] 1.9 Use fall arrest on rated anchors when working near fragile areas. [Engineering] 1.10 Treat all roof sheets as fragile until a competent person confirms they are not. Old fibre cement and plastic sheets are fragile. [Administrative] 1.11 Cover every hole and penetration with a fixed, secured cover marked "HOLE" or "DANGER". [Engineering (guarding)] 1.12 Put guardrails with toe boards around stairwells, lift shafts, voids and open edges. [Engineering (guarding)] 1.13 Install stairs early and fit temporary handrails as soon as they go in. [Engineering] 1.14 Never remove a cover or guardrail without approval. Put it back straight away. [Administrative] 1.15 Inspect covers and barriers daily and after other trades	**Medium Rare / Fatality**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
				have been through. [Administrative]		
2	Crane panels onto the roof with an exclusion zone below	Crane and lifting failure Falling tools and materials Public entering the work area Rules: Provincial OHS regulation, cranes and hoisting	**High** **Possible / Serious injury**	2.1 Barricade the lift zone and keep everyone out from under the load. [Engineering (guarding)] 2.2 Use a crane rated for the load at the radius, set up on firm ground with outrigger pads. [Engineering] 2.3 Check slings, chains, shackles and hooks before use. Remove anything damaged or not tagged. [Engineering] 2.4 Plan the lift: weight, radius, ground, path and landing area. Use a written lift plan for complex lifts. [Administrative] 2.5 Use certified crane operators and trained riggers and signallers, as your province requires. [Administrative] 2.6 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Engineering (guarding)] 2.7 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Engineering] 2.8 Use catch fans, debris netting or covered walkways where people pass below. [Engineering] 2.9 Tether hand tools when working at height. [Engineering] 2.10 Keep platforms tidy. Do not stack materials near edges or above toe board height. [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	Spread loads so the roof is not overloaded	Structural collapse during alterations	**High** **Unlikely / Fatality**	3.1 Get an engineer to check before removing any wall, beam, post or bracing that may be load-bearing. [Elimination] 3.2 Keep everyone clear of the area under and next to the work. [Engineering (guarding)] 3.3 Install temporary props, needles or shoring as designed before removing any support. [Engineering] 3.4 Follow the engineer's sequence. Do not change it without approval. [Administrative] 3.5 Check props daily. Do not remove them until the permanent support is in and approved. [Administrative] 3.6 Wear a hard hat and safety boots. [PPE]	**Medium** **Rare / Fatality**	Site supervisor
4	Fit frames and panels	Lifting and carrying heavy loads Strong wind and storms Cuts from sharp edges	**High** **Likely / Lost time injury**	4.1 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Elimination] 4.2 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] 4.3 Use trolleys, pallet jacks, hoists, vacuum lifters or equipment instead of carrying by hand. [Engineering] 4.4 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Administrative] 4.5 Keep the load close, back straight and no twisting. Turn with your feet. [Administrative] 4.6 Check the forecast each morning and plan work at height and lifting around the weather. [Elimination] 4.7 Tie down or weigh down loose sheets, panels, boards and rubbish at the end of each shift. [Engineering] 4.8 Set wind limits for roof work, platforms and cranes, using the manufacturer's limits, and stop when they are reached. [Administrative] 4.9 Stop work and get down in lightning. Wait 30 minutes after the last thunder before going back up. [Administrative] 4.10 Check scaffold, fencing and edge protection after strong wind before anyone uses them. [Administrative] 4.11 Deburr or cover sharp edges, and fit edge protectors on exposed sheet metal. [Engineering] 4.12 Use knives with retractable or self-retracting blades. [Engineering] 4.13 Cut away from your body and keep your other hand clear. [Administrative] 4.14 Put used blades in a blade bin or sharps container. [Administrative] 4.15 Use two people to handle large sheets of metal or glass. [Administrative]		
5	Cable and connect, treating DC as live	Electric shock from live wiring Rules: Provincial OHS regulation, electrical safety, and CSA Z462	**Critical Possible / Fatality**	5.1 Isolate the power before any work. Do not work live. [Elimination] 5.2 Lock out and tag the isolation point with your own personal lock and danger tag. [Engineering (guarding)] 5.3 Test before you touch: prove dead at the point of work with a tested voltage tester. [Engineering] 5.4 Only licensed electricians do electrical work, to the Canadian Electrical Code and provincial rules. [Administrative] 5.5 Check for back feeds from solar, batteries and generators that can keep a circuit live after the main switch is off. [Administrative] 5.6 If energized work cannot be avoided, use a permit, a safety observer and insulated tools, following CSA Z462. [Administrative] 5.7 Wear insulated gloves, arc-rated clothing and a face shield when testing or working near live parts. [PPE]	**Medium Rare / Fatality**	Site supervisor
6	Test, commission and clear the roof	Heat stress Poor housekeeping and waste	**High Possible /**	6.1 Schedule heavy work for the cooler part of the day. [Elimination]	**Medium Unlikely /**	Site supervisor

#	Job step	Hazards	Risk before	Controls	Risk after	Responsible
			Serious injury	6.2 Provide shade over work and rest areas, and fans or cooling in attics. [Engineering] 6.3 Supply cool drinking water close by and drink a cup every 15 to 20 minutes. [Administrative] 6.4 Take regular rest breaks in the shade, more often as it gets hotter. [Administrative] 6.5 Let new and returning workers build up to full work in the heat over about a week. [Administrative] 6.6 Watch each other for dizziness, headache, confusion or stopping sweating. Stop work, cool down and get help. [Administrative] 6.7 Have a hot weather plan, including when work stops. [Administrative] 6.8 Wear light, loose, long-sleeved clothing, a hat or brim, and sunscreen. [PPE] 6.9 Order materials to size and send packaging back where you can. [Elimination] 6.10 Put waste bins and chutes close to the work. [Engineering] 6.11 Clean as you go, and do a full clean up at the end of each day. [Administrative] 6.12 Keep exits, stairs and walkways clear at all times. [Administrative] 6.13 Stack materials neatly on level ground, away from edges. [Administrative] 6.14 Wear gloves when handling waste. [PPE]	Serious injury	

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) Hard hat (CSA Z94.1) High-visibility vest (CSA Z96) Cut-resistant gloves Sun protection (sunscreen, hat, long sleeves) Work gloves Safety glasses (CSA Z94.3) Rubber insulating gloves Arc flash PPE (CSA Z462)	Roof access permit Fall protection plan Lift plan Lockout permit

4. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
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			
Material hoist					
Power drill					
Electrical test meter					
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		
Tools and equipment inspected		
Permits reviewed and posted		

Check	Yes	No
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