

### 3rd Section

#### STEP 2: DETERMINE LEVEL OF RISK (Before & after controls are put in place)

##### Probability and Severity of Injury

Severity \ Probability	Probable (3)	Possible (2)	Remote (1)
Catastrophic (3)	9	6	3
Serious (2)	6	4	2
Minor (1)	3	2	1

Risk Prior to Additional Controls:

List Additional Controls Needed:

---

---

---

Risk After Controls Established:

##### Actions Required:

- 1-3 Proceed with caution
- 4-6 Conduct thorough safety assessment before beginning and throughout task
- >6 Transfer or terminate task

##### PROBABILITY Guideline

- > Remote – Incident unlikely to occur
- > Possible – Incident may occur
- > Probable – Incident likely to occur

##### SEVERITY Guideline

- > Minor – Potential to result in incident requiring first aid.
- > Serious – Potential to result in Recordable Incident (e.g. requiring medical treatment beyond first aid, restrictions in work or motion, days away from work for recovery, or loss of consciousness).
- > Catastrophic – Potential to result in Multiple Injuries or Fatality.

### 5th Section

#### STEP 4: POST TASK DEBRIEF

- Post Job Clean-up Complete  
 All Permits Closed Out  
 Energy Control  
 Confined Space  
 Hot Work  
 Excavation  
 Other: \_\_\_\_\_  
 Other: \_\_\_\_\_

Opportunities for future improvement:

---

---

---

##### Safe Work Plan close-out signatures

Crew Leader: \_\_\_\_\_  
Supervisor: \_\_\_\_\_  
Operations Manager: \_\_\_\_\_

Date Safe Work Plan Closed: \_\_\_\_\_

### Emergency Information

In case of injury, potential injury, or environmental release on this job:

1. Seek immediate medical attention,
2. Immediately call SUEZ 24-Hr Incident Reporting Service at (888) 853-7284.

##### Local Emergency Numbers:

---

---

---

### 1st Section



### SAFE WORK PLAN My Plan for a Safe Job

Today's Date: \_\_\_\_\_

Time: \_\_\_\_\_

Lead Person Name: \_\_\_\_\_

My Supervisor: \_\_\_\_\_

Task Location: \_\_\_\_\_

Expected Task Duration: \_\_\_\_\_

Short Task Description: \_\_\_\_\_

This task is a:

- Routine Task (performed at least once/wk)
- Non-Routine Task

The most junior person on the crew has been employed with United Water for:

- Less than 90 days
- Between 90 and 1 Year
- Between 1 and 2 Years
- Between 2 and 5 Years
- Greater than 5 Years

Names of all persons employed less than 1 year:  
Name: \_\_\_\_\_

# ZONE SECTION

## Step 1: IDENTIFY THE HAZARDS

- Work involves suspended loads & overhead hazards (Life Saving Rule #1)? 
- Work involves moving vehicles or moving equipment - Trucks or heavy equipment, working in traffic, conveyors, rotating shafts or parts (Life Saving Rule #2)? 
- Work involves working at a height where a fall could occur over 4 feet (Life Saving Rule #3)? 
- Work involves an excavation (Life Saving Rule #4)? 
- Work involves a Confined Space or other potential atmospheric hazard (Life Saving Rule #5)? 
- Work involves Hot Work - Equipment that produces a spark or open flame; welding, cutting (Life Saving Rule #6)? 
- Work involves stored energy - Electrical, tension, air hydraulic, gas, steam, water pressure, gravity (Life Saving Rule #7)? 
- Work involves the potential use of a cell phone while driving (Life Saving Rule #8)? No communication device use allowed while driving, unless in hands-free mode. 
- Alcohol/Drugs - No alcohol or drug use allowed in the workplace (Life Saving Rule #9). 
- Work involves one or more vehicles which could turn or need to back up (Life Saving Rule #10)? 

## Other Potential Hazards:

- Housekeeping / Jobsite Conditions
- Ergonomic
- Hazardous Chemical & Materials
- Hand or Power Tools or Equipment
- Contact with Objects or Equipment
- Environmental Factors – Severe weather, extreme hot/cold, wind, potential of lightning.

## Step 3: IDENTIFY HAZARD CONTROLS and PERFORM PRE-JOB CHECK

### Vehicle Turning or Reversing

Rule #10: When turning or reversing a vehicle, signal, slow down and check that nobody is in your path.

- All reversing alarms working
- Spotters to be used when a vehicle is turning or reversing

### Housekeeping/Jobsite Conditions

- Work area clearly delineated and footing reviewed with crew
- Clutter/debris kept minimal and picked up

### Ergonomics

- Personnel understand proper lifting techniques
- Mechanical lifting devices identified for heavy loads
- Work breaks defined to prevent overexertion
- All 2-person lifting & moving tasks identified and reviewed

### Hazardous Chemicals & Materials

- Proper chemicals & materials identified for job
- SDSs reviewed with crew and available
- Portable eyewash available if needed

### Hand and Power Tools/Equipment

- Proper tools identified for the job
- Tools & equipment in good condition
- Ground fault protection in place
- Pinch points identified
- All machine guards in place

### Contact with Objects or Equipment

- All potential contact with objects or equipment identified

### Environmental Conditions & Weather

- Forecast of severe weather reviewed
- Outside temperature reviewed against duration of job
- Jobsite noise levels known or estimated
- Jobsite dust levels known or estimated

### Personal Protective Equipment (PPE)

- Written PPE Hazard Assessment reviewed for task
- Required PPE to be used
- Need for goggles or face shield evaluated
- Footwear reviewed for good tread
- Standard work gloves or specialty gloves to be used
- Need for respiratory protection evaluated
- Need for hearing protection evaluated

### People: Attitudes and Behavior

- Job scope understood by all
- If working alone, scope is understood and limited

### Other Controls:

---



---

### Verification of Understanding

I understand the scope of this task and am able to safely perform the task without increasing the risk of injury to myself or others:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_