ASSURANCE CONSTRUCTION & SERVICES

HAZARD ASSESSMENT & ANALYSIS WORKSHEET

R-15 FORMAL HAA

AUTHORIZATION & RELEVANCY

JOB/TASK	DRIVING (TRUCKS & VANS)	
ANALYSIS BY	SERVICE MANAGER	SENIOR ADMINISTRATOR
HARLEY WINBORN	JAIME HEIDE	JASON DE BOER
SIGN		
DATE	AUGUST 7 2015	
ORIGINAL ASSESSMENT DATE	REASON FOR THIS REVISION (ANN. REVIEW, CHANGE IN PROCEDURE, CHANGE OR NEW EQUIP., OR INCIDENT)	
APRIL 10 2013	ANNUAL REVIEW	

WHAT YOU NEED

TOOLS/EQUIPMENT USED	MATERIALS REQUIRED	PPE REQUIRED
SMALL TRUCKS , VANS, BOOM TRUCKS, GENIE LIFTS, FORKLIFTS & SCISSOR LIFTS	GASOLINE, DIESEL FUEL, LUBRICANTS , GLYCOL	SEATBELTS

HAZARDOUS STEPS & TASKS (SWP)	POTENTIAL HAZARDS: WHAT COULD HAPPEN	HEALTH HAZ.	SAFETY HAZ.	PROPERTY/ EQUIP LOSS	ENVIRONMENTAL DAMAGE	HAZARD CONTROLS: WHAT PROTECTS YOU	ENG. CONTROL	ADMIN. CONTROL	P.P. EQUIP.
A. PRETRIP DUTIES & CHECKUPS									
INSPECTION	TRIP/SLIP		X			AWARENESS OF SURROUNDINGS		X	
WALK AROUND VEHICLE LOOKING FORM PEOPLE IN THE VICINITY	COLLISION WITH ANOTHER PERSON		X			SWP		X	
FLUID CHECKS/LEAKS	CHEMICAL HAZARDS				X	WHMIS -MSDS		X	
TIRE CHECK	VARIOUS INCIDENTS MANY CAUSED BY DISTRACTIONS		X	X	X	ALBERTA TRAFFIC SAFETY ACT		X	
LIGHTS, SIGNALS & REFLECTORS									
MIRRORS									
BODY DAMAGE									
ABNORMAL NOISES AFTER STARTUP									
CHECK WEATHER FORECAST/ROAD CONDITIONS									
REMOVE HITCH WHEN NOT TOWING TRAILER	PROPERTY DAMAGE		X	X					
REPORT ALL DEFECTS & DO NOT OPERATE A VEHICLE WHERE A DEFECT WOULD INTERFERE WITH ITS PERFORMANCE OR INDANGER ANYONE.	DEFECTIVE TOOLS HAA		X			DEFECTIVE TOOLS & EQUIPMENT SWP		X	
GETTING IN & OUT OF CAB	SLIP/TRIP		X			ADAPT TO WEATHER CONDITIONS, AVOID RUSH		X	
B. TRAVELLING									
DRIVE WITH CONDITIONS IN MIND (EXAMPLE, DON'T DRIVE POSTED SPEED IN BLIZZARD CONDITIONS)	POOR ROAD CONDITIONS -WEATHER					DRIVE FOR CONDITIONS		X	
AVOID ANY PROVOCATION	POOR DRIVERS/ROAD RAGE					DEFENSIVE DRIVING		X	
KEEP DISTANCE BETWEEN VEHICLES	TRAVELLING TO CLOSE		X	X		SWP		X	
REPORT TO SUPERVISOR IF...	IMPAIRED DRIVING(ALCOHOL, ILLNESS, DRUGS FATIGUE)	X	X	X		DON'T DRIVE SEE SUPERVISOR		X	
PUT ON SEATBELTS	INVOLVED IN ACCIDENT & THROWN= SERIOUS INJURY OR FATALITY		X			SEATBELTS, AIR BAGS	X		X
LIGHTS ON DURING DAYLIGHT HOURS FOR INCREASED VISIBILITY.	NOT SEEN & INVOLVED IN ACCIDENT		X	X				X	
BACKING	PROPERTY/EQUIPMENT DAMAGE			X		DRIVE SLOWLY USE SPOTTER		X	
	PEDESTRIANS		X						
C. CARRYING LOADS & EQUIPMENT									
	LIFTING - SPRAIN/STRAIN		X			EXERCISE, PROPER LIFTING WITH LEGS NOT BCK		X	
	PHYSICAL DEMANDS WHILE LOADING TRUCK UP TO 50 LBS. LIFTING BELOW WAIST LEVEL - 35%, AT WAIST - 60% & ABOVE WAIST - 5%. MAY CAUSE SPRAIN/STRAIN ON BACK.	X	X			ASK FOR HELP		X	
STRAPPED SECURELY ALL LOADS	MATERIAL HIT OTHER VEHICLES CAUSING CATASTROPHIC PROPERTY DAMAGE AND SERIOUS INJURY INCLUDING DEATH		X	X		SWP		X	X
TARP LOOSE MATERIALS									
COMPLY WITH TRANSPORTATION OF DANGEROUS GOODS	CHEMICAL HAZARD TO OTHERS & ENVIRONMENT		X	X	X	TDG		X	
D. VEHICLE CARE									
WASH TRUCK/HOUSEKEEPING	TRIP/SLIP		X			AWARE. OF SURROUNDINGS		X	
FUELLING	CONSULT DIESEL FUEL MSDS FOR HAZARDS	X			X	MSDS		X	
FLUID LEVELS	CONSULT MSDS FOR VARIOUS FLUIDS	X	X		X				
E. OTHER RESPONSIBILITIES									
DON'T PICKUP HITCHHIKLERS	CRIMINIAL ACTIVITY		X	X		SWP		X	
DON'T LEAVE VEHICLE UNLESS SECURED FROM MOVING	ROLL HITTING OTHERS OR HITTING OTHER EQUIPMENT OR PROPERTY		X	X					
DO NOT GET ON OR OFF MOVING VEHICLES	SERIOUS INJURY OR DEATH		X	X					
DO NOT EXPOSE BODY PARTS OUTSIDE OF VEHICLE									
DO NOT DRIVE INTO THE SWING RADIUS OF CRANES, EXCAVATORS OR SHOVELS									

RATING SYSTEM

PROBABLILITY/RISK RATING WITHOUT CONTROLS OR PROTECTION		SEVERITY/CONSEQUENCE RATING		TOTALS	PRIORITY RATING /20
1	LOW PROBABILITY (EXTREMELY REMOTE)	1	FIRST AID ONLY/MINOR PROPERTY DAMAGE		
2	LOW-MEDIUM PROBABILITY (REMOTE)	2	MEDICAL AID/MINOR PROPERTY DAMAGE		
3	MEDIUM PROBABILITY (MIGHT OCCUR)	3	LOST TIME INJURY/MAJOR PROPERTY DAMAGE		
4	MEDIUM-HIGH PROBABILITY (LIKELY WILL OCCUR EVENTUALLY)	4	PERMANENT DISABILITY/MAJOR PROPERTY DAMAGE		
5	HIGH PROBABILITY (WILL OCCUR)	5	FATAL/CATASTROPHIC PROPERTY DAMAGE		
1	HEALTH	3	HEALTH	4	12
3	SAFETY	5	SAFETY	8	