

AUTHORIZATION & RELEVANCY	ASSURANCE CONSTRUCTION & SERVICES		HAZARD ASSESSMENT & ANALYSIS WORKSHEET		R-15 FORMAL HAA	
	JOB/TASK		HAND TOOLS			
	ANALYSIS BY HARLEY WINBORN		SERVICE MANAGER JAIME HEIDE		SENIOR ADMINISTRATOR JASON DE BOER	
	SIGN					
	DATE	OCTOBER 16 2015.				
	ORIGINAL ASSESSMENT DATE 26/09/2014		REASON FOR THIS REVISION (ANN. REVIEW, CHANGE IN PROCEDURE, CHANGE OR NEW EQUIP., OR INCIDENT) ANNUAL REVIEW			

WHAT YOU NEED	TOOLS/EQUIPMENT USED	MATERIALS REQUIRED	PPE REQUIRED
	MULTITUDE OF NON POWERED TOOLS	VARIOUS MATERIALS	SAFETY GLASSES, SAFETY FOOTWEAR, HEARING PROTECTION

HAZARDOUS STEPS & TASKS	STEPS /TASKS			POTENTIAL HAZARDS	WHAT COULD HAPPEN	HEALTH HAZ.	SAFETY HAZ.	PROPEQUI P DAMAGE/LOSS	HAZARD CONTROLS	WHAT PROTECTS YOU	ENG. CONTROL	ADMIN. CONTROL	P.P. EQUIP.		
	COMMON REASONS FOR INJURY				POSSIBLE INJURIES										
	DO NOT	USE OF TOOLS BEYOND INTENDED USE.				DAMAGE TOOL USED, INJURY		X		X	REPLACE WITH NEW EQUIPMENT			X	
		EXCESSIVE PRESSURE ON TOOL								X					
		CARRY TOOLS IN POCKET				LACERATION/CUTS		X			CARRY SHARP TOOLS IN BELT OR APRON	X			
		CARRYING TOOLS IN HAND UP LADDER				FALL, SERIOUS INJURY OR DEATH		X			SWP LADDERS		X		
		NOT WEARING PPE				LACERTION/CUT, CONTUSION/BRUISE, EYE INJURY, BLINDNESS		X			WEAR REQUIRED PPE		X		X
		INSPECT TOOLS BEFORE USE				DEFECTIVE TOOL INJURY		X			SWP DEFECTIVE TOOLS		X		
		STORE & MAINTAIN PROPERLY				SHORT LIFE SPAN OF TOOL				X	MAINTENANCE		X		
		REPLACE TOOLS WITH BROKEN OR CRACKED HANDLES				FLYING PARTS HIT WORKER OR OTHERS		X			SWP DEFECTIVE TOOLS		X		
		REDRESS BURRED HEADS OF STRIKING TOOLS													
		CAUTION AROUND LIVE ELECTRICAL WIRES				ELECTROCUTION-DEATH		X			USE INSULATED HANDLES	X			
		USE CUSHION GRIP HANDLES				LACERATION/CUT FINGERS		X							
		PUSH ON WRENCHES & PLIERS													
		FACE ADJUSTABLE WRENCHES FORWARD AND PRESSURE ON PERMANENT JAW				SLIPPAGE & HURT WORKER		X							
		USE SLEEVES GET BETTER LEVERAGE				LACERATION/CUTS, CONTUSION /BRUISE		X							
		BODY PARTS IN LINE WITH DIRECTION OF FORCE													
		RECONDITION HAMMER HEAD													
		USE HAMMER TO STRIKE ANOTHER													
		REDRESS HEAT TREATED TOOLS WITH GRINDER				EYE INJURY					USE WHETSTONE		X		
		USE C-CLAMPS TO BUILD SCAFFOLD OR PLATFORM				FALL, SERIOUS INJURY OR DEATH		X			SWP HOISTING		X		
		HOIST WITH C-CLAMPS													

RATING SYSTEM	PROBABILITY/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						
	2	HEALTH	2	HEALTH				4	→	12
	4	SAFETY	4	SAFETY				8		