

POLICY 21/97-02

TITLE: Hazard Assessment

It is through the control of hazards that the frequency and severity of accidents is reduced.

Hazard Assessment is the thorough examination of an operation (jobsite, shop, etc.) for the purpose of identifying what actual and potential hazards exist.

Conducting a Hazard Assessment

Every workplace consists of four major components:

- the people
- the environment they work in
- the material they work with
- the equipment/tools they use

It is very important to recognize that the hazard assessment does not deal strictly with things that are wrong at the present time, rather it must also deal with what could go wrong. The question to keep asking is "what if".

After the hazards or potential hazards have been identified, corrective action must be taken to eliminate or reduce the hazard potential.

Records must be kept of the hazard assessment and corrective action taken.

Forms and examples are provided on the following pages.