

Hazard analysis of the work area

Introduction:

There is risk in all areas of life. We want to identify, eliminate or control work-related risks to prevent injuries on the job. You are key in helping prevent and avoid injuries.

An effective way to do this is to review your own work areas. Doing so will help identify work-related risks so we can either eliminate or control them.

Hazards to watch for

- Slip, trip and fall hazards.
- Lifting, handling, pushing and pulling hazards.
- Hand tool and hand power tool hazards.
- Unguarded or unprotected moving parts on machines or equipment.
- Eye hazards from particulates, liquids splash, radiation, etc.
- Breathing hazards like dusts, mists, fumes and vapors.
- Pinch points where fingers, hands or other body parts could be pinched.
- Electrical hazards.
- Ergonomic risks.

(See other 5-Minute Solutions related to the above hazards.)

Safe procedures

- 1. Know your work area well.** Where are the areas or spaces you are working?
- 2. Identify hazards that can cause injury.**
What things in the work area involve risks of falls, lifting, hand tools and hand power tools, unguarded machines, eye hazards, breathing hazards, pinch points, moving parts, electrical hazards, or others. Are they controlled?
- 3. Use a checklist to help identify hazards.** A checklist can help you identify hazards more consistently without overlooking the obvious. It also gives ideas for improvements to be made, if possible.
- 4. Discuss control options with supervisors.**
Share what you've observed with your supervisor. This will allow you to find ways to eliminate or manage the risk.

In conclusion

To prevent work injuries we must identify, eliminate or control work risks. You are in the work environment and have the best opportunity to identify hazards. Solutions can be found through working with your supervisor or others. Using a checklist can be helpful.

(Modify the sample checklist on the back to meet your needs.)

Primary hazards and controls

There are hazards in every industry. Use this chart to help you identify potential hazards in your workplace. Then use it as a guide to control the hazard by doing a corrective action to eliminate it.

Hazard	Yes/ No	Control/Corrective action
<i>Sample:</i> Chemical use	Yes	<input checked="" type="checkbox"/> Employee right to know <input checked="" type="checkbox"/> Eyewash <input type="checkbox"/> PPE <input type="checkbox"/> Training
Equipment <ul style="list-style-type: none"> ▪ Point of Operation ▪ Drive Belts, Chains, Sparks, etc ▪ Maintenance ▪ Lockout/Tagout 		<input type="checkbox"/> Guard <input type="checkbox"/> Guard <input type="checkbox"/> LOTO <input type="checkbox"/> Schedule, LOTO Program, Procedure, Training
Chemical use		<input type="checkbox"/> Employee right to know <input type="checkbox"/> Eyewash <input type="checkbox"/> PPE <input type="checkbox"/> Training
Lifting		<input type="checkbox"/> Evaluate Hazard <input type="checkbox"/> Ergonomic <input type="checkbox"/> Utilize Mechanical Assistant <input type="checkbox"/> Training
Ergonomic strains		<input type="checkbox"/> Evaluate Hazard (posture, repetitive, force) <input type="checkbox"/> Mechanical Assistant
Slip/Falls		<input type="checkbox"/> Evaluate walking surface <input type="checkbox"/> Footwear <input type="checkbox"/> Training
Driving		<input type="checkbox"/> DOT <input type="checkbox"/> Training
Ladder use		<input type="checkbox"/> Inspection <input type="checkbox"/> Training
Forklift operation		<input type="checkbox"/> Inspection <input type="checkbox"/> Maintenance <input type="checkbox"/> Training
Power tool use		<input type="checkbox"/> PPE <input type="checkbox"/> Training
Electricity		<input type="checkbox"/> Inspection <input type="checkbox"/> Guarding <input type="checkbox"/> PPE
Working at elevation (4' or Greater)		<input type="checkbox"/> Guard Rails
Eye hazards: Dusts, liquids, compressed air or gases		<input type="checkbox"/> PPE, Other such as screen or shield
Breathing hazards: dusts, mist, fume		<input type="checkbox"/> PPE, local ventilation, Other