

Pre-Job Hazard Assessment Sheet

The pre-job hazard assessment for the various work scopes associated with the life cycle of a project helps to identify the nature of the jobs that will be performed, the related hazards, as well as the safety equipment that will be required in advance.

Location: _____
 Prepared By: _____

Date: _____
 Approved By: _____

Principal Activities	Potential Safety/Health Hazards	Initial Risk Rating	Control Measures	Final Risk Rating
List principle activities involved in the scope of work	Identify each safety or health hazard		Identify engineering and administrative controls and any specific PPE that is required	
Activity 1				
Activity 2				
Activity 3				
Activity 4				

Principal Activities	Potential Safety/Health Hazards	Initial Risk Rating	Control Measures	Final Risk Rating
Activity 5				
Activity 6				
Activity 7				
Activity 8				
Activity 9				

SPECIAL REQUIREMENTS

Step #	Equipment to be Used	Inspection requirements	Training Requirements
	List equipment to be used in work activity	List inspection/permit requirements for work activity	List training requirements including hazard communication
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			

INSTRUCTIONS AND RISK MATRIX

Hazard Evaluation – Identify principle steps of the task. Identify potential safety/health hazards for each step and determine initial risk rating using the matrix provided below. Identify control measures including PPE for each hazard. Re-evaluate hazard potential and assign a final risk rating. If the final risk rating is a 5-9 (medium risk) or 10-25 (high risk), additional hazard controls shall be identified and applied until the final risk rating is reduced to 4 or below. The final risk rating cannot be reduced to 4 or lower, additional approvals are needed before the activity can begin. Add additional rows as required to cover all major steps/aspects of the activity.

Special Requirements – Identify equipment to be used including specific PPE required. Identify inspection requirements such as competent person, permit issue, documented task hazard analysis, etc. Identify training requirements such as hazard communication, scaffold user, fall protection, etc.

	High					Low
	Probability	Severity				
		5 - Catastrophic	4 - Critical	3 - Major	2 - Moderate	1 - Minor
High	5 - Frequent	25	20	15	10	5
	4 - Probable	20	16	12	8	4
	3 - Occasional	15	12	9	6	3
	2 - Remote	10	8	6	4	2
	1 - Improbable	5	4	3	2	1
Low	10-25 (red) are high risk, 5-9 (yellow) are medium risk, and 1-4 (green) are low risk					

Severity – Potential Consequences				
	People	Property Damage	Environmental Impact	Public Image/Reputation
Catastrophic	Fatality, Multiple Major Incidents	>\$1M USD, Structural collapse	Offsite impact requiring remediation	Government intervention
Critical	Permanent impairment, Long term injury/illness	>\$250K to \$1M USD	Onsite impact requiring remediation	Media intervention
Major	Lost/Restricted Work	> \$10K to \$250K USD	Release at/above reportable limit	Owner intervention
Moderate	Medical Treatment	> \$1K to \$10K USD	Release below reportable limit	Community or local attention
Minor	First Aid	</\$1K USD	Small chemical release contained onsite	Individual complaint

Probability		
Frequent	Expected to occur during task/activity	9/10
Probable	Likely to occur during task/activity	1/10

Occasional	May occur during the task/activity	1/100
Remote	Unlikely to occur during task/activity	1/1,000
Improbable	Highly unlikely to occur, but possible during task/activity	1/10,000

Risk Rating (Probability x Severity)	Risk Acceptance Authority
1 to 4 (Low)	Risk is tolerable, manage at local level
5 to 9 (Medium)	Risk requires approval by Operations Lead/Supervisor & SH&E Manager
10 to 25 (High)	Risk requires the approval of the Operations Manager & SH&E Director