

Hazards in the Field

Smoking

To ensure that fumes or vapours are not ignited, or a forest fire is not started, it is best not to smoke when you are working on a site or around dry bush, grass, and trees. Your consultant can make you aware of the areas where it is safe to smoke.

Work Site Noise

When you are working around or using loud machinery it may be necessary for you to wear hearing protection.

Why we conduct hazard assessment and safety tailgate meeting forms

When you fill out these forms it provides you with the opportunity to discuss and address hazards on your job sites. Completing these forms correctly ensures and proves that you are aware of your own safety, as well as others. If there is an incident that could lead to an investigation, the forms that you complete are used to demonstrate your active participation in Focus's safety program.

Project managers and site employees, which may include you, complete a Daily Hazard Assessment and Safety Tailgate Meeting form daily by assessing the work site, and letting everyone know of any hazards.

Potential hazards can be the following:

- Equipment
- Hazardous materials
- People

- Terrain
- Wildlife

Focus completes Daily Hazard Assessment and Safety Tailgate Meeting forms on a daily basis to ensure that you are working in a safe environment, and to decrease the amount of hazards in your work site.

Please refer to section 4-4 of the Focus on Safety Manual for a Daily Hazard Assessment and Safety Tailgate Meeting form.

Safety Tips for Hazard Control

You can control the amount of hazards in your work site by doing the following:

- Remove conditions or actions that could cause a hazard.
- Replace unclean equipment or ineffective personnel.
- Establish and develop safe work practices and procedures.
- Make process or procedural changes.
- Enforce the use and maintenance of your Personal Protective Equipment (PPE).
- Discuss potential hazards and safety procedures with your project manager.

Please refer to your Hazard Assessment handbook for more detailed Hazard Assessment information.

Hazards in the Office

Smoking

To ensure a safe work environment, it is best not to smoke when you are working in an office environment. Your supervisor can make you aware of the designated smoking areas, if available.

Why we conduct hazard assessments

Focus conducts hazard assessments to ensure a safe work environment for you by carefully examining a work area or piece of equipment to identify hazards or potential hazards. Hazard assessments are completed to ensure that you are aware of your own safety, as well as others.

Hazards can be the following:

- Office equipment
- Sharp objects (in dishwashers)
- Hazardous areas (wet floors, falling objects)
- People

Safety Tips for Hazard Control

You can control the amount of hazards in your work environment by doing the following:

- Remove conditions or actions that could cause a hazard.
- Replace unclean equipment or request alternative personnel.
- Establish and develop safe work practices and procedures.
- Make process or procedural changes.

- Discuss potential hazards and safety procedures with your supervisor

You can also control or avoid hazards in the workplace by paying careful attention and being aware of your surroundings.

Please refer to section 16-1 of the Focus on Safety Manual or detailed Hazard Control Procedures for more detailed information on safe office material and equipment procedures.