



Title: **Hazard Identification Methodology**

Purpose: Describe procedures for identification of hazards and implementation of control recommendations for occupational safety and health hazards

Introduction: This process should be used for identifying hazards and reporting on these hazards and their relevant controls. This process should be followed to assure that workplace investigations appropriately target health and safety hazards and controls.

A. Hazard Identification

1. Walk-thru surveys should generally be conducted to identify hazards after initial information has been gathered. Surveys should be conducted to identify components of an operation and identify existing or potential hazards, number of workers exposed and the frequency of exposure. Any mitigating factors should also be identified.
2. Following the on-site survey, notes should be reviewed to determine any hazards. Reference sources should be consulted to ensure that all serious hazards are identified. References consist of OSHA regulations, NFPA, ANSI, ASHRAE, ACGIH, ASTM or other similar standards; NSC Accident Prevention Manual, ILO encyclopedia or other hazard recognition texts; occupational safety, health or medicine journals.
 - Occupational Safety and Health Administration (OSHA)
 - National Fire Protection Association (NFPA)
 - American National Standards Institute (ANSI)
 - American Society of Heating, Refrigerating & Air Conditioning Engineers (ASHRAE)
 - American Conference of Governmental Industrial Hygienist (ACGIH)
 - American Society for Testing and Materials (ASTM)
 - National Safety Council (NSC)
 - International Labour Organization (ILO)

B. Control recommendations

1. Research on controls should include consultations with the Risk Management's Safety and Loss Prevention, other safety and health colleagues, above noted hazard recognition reference or electronic resources via the internet.
2. Based on the site conditions, operational needs, nature of the hazard and other factors, control recommendations should be formulated. The following standard hierarchy of controls should always be used. After substitution or elimination of the hazard is infeasible, engineering controls should be primarily used to control employee exposures to hazards. Administrative controls, through worker rotation, limiting exposure duration or other means, should also be used as a primary protection. Work Practice controls which modify the worker's pattern of exposure related actions, should then be used next. Finally, personal protective equipment should be used when the other controls do not adequately protect the worker. This hierarchy should be followed. Recommendations may reflect the use of protective equipment or another control based on the short-term duration of the operation.
3. Reports should present options for the method of controlling hazards and mitigating dangerous conditions. Managers responsible for the operations surveyed will be responsible for responding to the recommendations in the survey reports.