



HAZARD ASSESSMENT & CONTROL FORM

Job Profile/ UCPL#: _____

Faculty: Veterinary Medicine

Date Completed: _____

Work Group Members: _____

IDENTIFICATION OF THE TASK / ACTIVITY	HAZARDS ASSOCIATED WITH THE TASK / ACTIVITY	EXISTING CONTROL MEASURES (ENG/ADM/PPE)	HAZARD RANKING (S+P+F= TOTAL) Severity = 1-3 Probability = 1-3 Frequency = 1-3 Total = 3-9	RECOMMENDED CONTROLS Utilizing hierarchy of controls	ACCOUNTABILITY & UPDATE
E.g. Field trip to rural farm	1. Medical emergency 2. Flat tire 3. Poor driving conditions 4. Injury while onsite	Describe any existing control measures and indicate the type For example: - First aid kit brought along - Spare tire available - Cell phone available - Main office aware of destination - Check in system used <i>ALL CONTROLS LISTED ABOVE ARE EXAMPLES OF ADMINISTRATIVE CONTROLS.</i>	1. Medical emergency = $1+2+1=4$ 2. Flat tire = $1+1+1=3$ 3. Poor driving conditions = $1+2+1=4$ 4. Injury while onsite = $1+2+1=4$	If the total hazard ranking is still too high after considering the existing control measures additional controls should be implemented to reduce the risk to the employee.	Responsible departments and timelines established for implementation of the recommended controls can be entered in this cell.

The types of controls used in order of preference (hierarchy) are:

1. Engineering Controls (ENG) – to eliminate or control the hazard, this is the preferred method of control.
2. Administrative Controls (ADM) - other measures aimed at reducing employee exposure to hazards.
3. Personal Protective Equipment (PPE) – These are the last line of control or defence.
4. Combination of Engineering, Administrative and/or PPE controls.

	1	2	3
Severity	First Aid, Medical Aid and/or Minor Property Damage (\$5,000 or less)	Lost time, Injury and/or Significant Property Damage (between \$5,000 and \$10,000)	Permanent Disability, Fatality and/or Major Property Damage (more than \$10,000)
Probability of Incident	Unlikely to occur	Could occur	Will occur if not attended to
Frequency of Exposure	Rarely (<1/month)	Often (3 times/week)	Every day

Severity (S) + Probability (P) + Frequency (F) = Total Risk.

A total of **7, 8 or 9** on the above scale poses a **high risk**. A high risk ranking requires immediate attention on the part of your department through the implementation of further controls, or change in departmental procedure in order to reduce the level of risk faced by you and your colleagues.

A total of **5 or 6** on the above scale presents a **moderate risk**. A moderate risk ranking requires attention on the part of your department through the implementation of further controls, or change in departmental procedure in order to reduce the level of risk faced by you and your colleagues.

A total of **3 or 4** on the above scale indicates a **low risk**. A low risk hazard requires monitoring on the part of your department to ensure the associated risk level does not increase.