

CANADIAN BIRKEBEINER SOCIETY	SEM PROGRAM Formal Hazard Assessment	FHA #010	PAGE 1 of 3
Used for commonly performed tasks and linked to approved SPIPs			PRINT DATE: January 24, 2020

Formal Hazard Assessment

Identified Task or Activity: Hosting Birkie Sunday Events		FHA#010		HR (Hazard Ranking): Severity: 1. Catastrophic Danger; 2. Serious: 3. Minor 4. Not Applicable Probability: A. Probable B. Reasonably Probable C. Remote D. Extremely Remote Severity (S) + Probability (P) = Hazard Ranking (HR) If 1A = WORK DOES NOT PROCEED			Focus on the 1) PEOPLE, 2) ENVIRONMENT, 3) MATERIALS, 4) EQUIPMENT/TOOLS	
CBS Workers Involved: Roberta Hyland George Foxcroft Approved with pending SPIP's by: SEM Committee				Materials Required: Boiling water			Date Approved: 01/17/20	
Tools/Equipment Required: Cooking stoves. Wood burning stoves, course patrolling								
#	Sequence of Steps	Potential Incidents or Hazards	H R	Controls in Place			R H R	Control Description
				Engineering	Administrative	PPE		
								Notes
1	Light and supervise outdoor wood fires	Burning on hot surfaces	2C		SPIP	Gloves	3C	Wear full length trousers and jackets Use heat resistant gloves Only dispose of cold ashes into designated metal bin Ensure fire is damped down before leaving unattended
		Sparks/fire	3C				3D	
		Hot ashes	2B				2D	
2	Lighting propane space heater	Burns; fire risk	2B	Built-in guard on heater	SPIP004		2C	Purpose build heater Propane bottle placed outside shelter
3	Lighting cooking stoves	Burns to hands	2B	Purpose built equipment	SOPs, SPIP005		3C	Follow manufacturers SOP Use proper lighters
4	Handling hot water	Scalds to hands and body	2B	Use appropriate containers	SPIP	Gloves	2D	Use heat proof gloves
		Tripping hazards	2B		SPIP		2D	Make sure pathway is clear before moving hot water containers
5	Working in shelters/tents	Extreme weather	2C		SPIP		3D	Keep warm in extreme cold weather Stay in shelter if windstorm arises

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6	Working in shelters/tents	Shelter/tent fire	2C	Fire extinguisher	SPIP		2D	For minor fire attempt to use available fire extinguisher If fire looks uncontrollable, abandon shelter
7	Outdoor patrolling and skier supervision	Extreme cold weather	2B		SPIP002	Warm clothing Face protection	3C	Watch fellow volunteers for signs of frostbite and erratic behaviour Warm up when needed near fires and in shelters
8	Car parking supervision	Injury from moving vehicles	2B		SPIP	Hi-Vi vests	3D	Parking attendants to wear Hi-Vi vests
9	Using electric space heaters	Tripping hazards	3C				3D	Avoid extension cords as a tripping hazard Allow 1 m clear space around heaters
Annual Reviewers: SEM Committee					Date: 01/17/20			

HAZARD RANKING:	PROBABILITY			
SEVERITY	A. Probable	B. Reasonably Probable	C. Remote	D. Extremely Remote
1. Catastrophic Danger	work isn't done			
2. Serious				
3. Minor				
4. Negligible / OK				

	Immediate corrective action required
	Corrective action required urgently
	Corrective action required at next review
	No corrective action required

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Note 1: Administrative controls sections should be used to list the need for creation of *Safe Practice Implementation Protocols* (SPIPs). When draft SPIPs have been approved by the CBS Safety & Engagement Committee, the number of the approved SPIP should be included in the FHA information. *SPIPs should initially be developed for any tasks with an initial Hazard Rating that falls in the red and orange zones of the chart above.*

Note 2: Hazard Ratings. The first hazard rating (HR) included should reflect the risk rating before control measures are implemented. A Revised Hazard Rating (RHR) should then be presented to the right of the “Controls in place” columns that estimates the reduced level of risk after suggested control measures have been applied.

Note 3: After applying control measures, tasks should not be undertaken if the Revised Hazard Rating still falls within the red zone in the chart above. Tasks with ratings that still fall within the orange zone need ongoing review.