

<b>CANADIAN BIRKEBEINER SOCIETY</b>	<b>SAFETY PROGRAM Tailgate Meeting/Field Level Hazard Assessment</b>	<b>Tailgate</b>	<b>PAGE 1 of 2</b>
<b>Used for on-site review of available FHA, SPIP and HS Manual material</b>			<b>PRINT DATE: January 31, 2020</b>

*Tailgate/Field Level Hazard Assessment Meeting Checklist*

<u><i>Group involved:</i></u>	
<u><i>Date:</i></u>	
<u><i>Information identified and available on-site</i></u>	

*1. Overview / Introductions*

- Introductions of members of the work group by the Volunteer Leader
- Overview of project: Where are we working, what is the task, what is the schedule?

*2. Occupational Health & Safety expectations of Alberta Legislation and the CBS*

- "Rights and responsibilities" and "CBS HS Program expectations" reviewed and available
- Proactive role of volunteers and the "buddy system" reviewed & incident report forms available

*3. Review of key hazards, basic safety and Emergency Response Procedures*

*Documentation review*

- Relevant Formal Hazard Assessments identified, available on-site, and reviewed
- Relevant Safe Practice Implementation Protocols identified and available on-site for reference

*Basic Safety*

- First Aid Kit access and members with recognized first aid training if relevant
- Review of Communications and Emergency Response Procedures
- Specific safety equipment and PPE based on the planned tasks
- Field level review of key hazards, controls, and changed conditions/ circumstances

<u><i>Summary of Key Hazard s identified</i></u>	<u><i>Controls identified</i></u>

<b>Last reviewed: January 24, 2020</b>	<b>Reviewed by: SEM Committee</b>
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