



COMPANY: Clark Builders and Sub Tiers **LOCATION:** Surmont 2 MPB **Revised on :** August 20 , 2013 **PERMIT #** _____

TASK: Janitorial Work/ Cleaning/

PARTICIPANTS: Staff of Sarlash Maintenance

P.P.E. REQUIRMENTS: Gloves, Hard Hat, Safety Glasses, CSA Boots, Long Sleeve Shirt/Outer Wear, Reflective Vest, Hearing Protection as required,

Step No.	Task Step	Potential Hazards	Existing Controls	Risk Assessment				Required/Additional Controls
				Sev .	Co n.	Prob .	Ris k	
1	Pre-Job Planning	Uninformed workers Exposing workers to hazards	Permit JSA Review FLRA	0	P	B	L	
2	Emergency Preparedness	Unaware of call in procedure	Review emergency call in procedures	0	P	B	L	
3	Inspect Equipment	Getting fingers caught under the wheels. Getting electrocution from frayed wires.		2	A	B	L	
4	Sweeping	Tripping on exposed wires and twisting ankles, tripping on the dust mop and falling hurting wrists, stirring up dust and inhaling it	Plan your cleaning route by looking ahead, Use proper techniques for sweeping a floor with broom ahead of you Use paper masks or respiratory equipment when applicable. Use dust control agent on the floor prior to sweeping.	2	P	B	L	

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				Sev .	Co n.	Prob .	Ris k	
5	Window Cleaning	Falls from ladders and break arms or legs, falling into glass cutting skin causing severe bleeding, property damage by scratching glass.	Three points of contact on ladder. Have a spotter on the bottom of the ladder to avoid ladder movement. Tie off if over 6 feet. Don't step above top two rungs.	2	A	B	L	
6	Vacuuming	Tripping over cord and twisting ankle. Pulling muscles in arms with awkward movements. Dust in eyes from vacuum bags etc.	Plan your route for vacuuming the area and lay your cord out in a safe manner out of high traffic areas and out of your way Use a step ladder when needed and switch arms periodically, take appropriate breaks as needed. Always wear appropriate eye PPE, goggles if necessary.	2	P	B	L	
7	Moping	Slipping on wet floors. Catching mop head on large moveable objects causing them to fall on people. Tripping from moping backwards causing potential blow to the head. Property damage by use of too much water.	Wear appropriate footwear and do your best to stay of wet surfaces, mop backwards. Always use a small figure eight motion when mopping to prevent catching mop head on objects, use little force. Plan your mopping route, remove all obstacles prior to beginning. Always thoroughly ring your mop, keep excess water in the mop bucket.	2	A	B	L	

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8	Floor Machining (Scrubbing)	<p>Running over feet and legs causing bodily harm.</p> <p>Property damage by running machine into walls etc.</p> <p>Losing control on slippery surfaces running into other workers.</p>	<p>Ensure all workers in are are aware you are using machinery, stop if somebody approaches.</p> <p>Run the machine at an appropriate speed and slow down to a crawl when approaching walls and tight spaces</p> <p>If ever in doubt let go of the controls of the machine and it will shut down completely. Be aware of your surroundings</p>	3	A	B	L	
9	Garbage Removal	<p>Over lifting causing back injury.</p> <p>Awkward movements causing muscle pulls.</p> <p>Cutting arms or hands while throwing bags into full garbage bin.</p> <p>Tripping outside on holes and debris on the way to garbage bins.</p>	<p>Use proper lifting techniques, always lift with your legs not your back.</p> <p>Use a dolly or garbage bin on wheels when possible.</p> <p>Ensure proper foot placement and always get help when the job can be made easier with more than one worker.</p>	2	P	B	L	
10	Dusting and Washing of Walls	<p>Pulling muscles or neck form awkward movements.</p> <p>Damaging property such as walls and fixtures with careless use of extension poles.</p> <p>Water and debris in eyes falling from walls or ceiling.</p>	<p>Use extension poles when available to reduce over-reaching. Take breaks accordingly when needed.</p> <p>Whenever possible have a spotter watching if working from a distance.</p> <p>Always wear proper PPE, vacuum dust when possible.</p>	2	A	B	L	

Severity	Consequence				Increasing Probability				
					A	B	C	D	E
	P	A	E	R	Never heard of in our industry	Has occurred in our industry	Incident has occurred in AOSP	Happens several times per year in AOSP	Happens several times per year at Location
0	No injury	No damage	No effect	No Impact					
1	Slight Injury	Slight Damage	Slight Effect	Slight Impact					
2	Minor Injury	Minor damage	Minor Effect	Limited Impact					
3	Major Injury	Localized damage	Localized effect	Considerable Impact					
4	1 – 3 Fatalities	Major Damage	Major Effect	National Impact					
5	Multiple Fatalities	Extensive damage	Massive effect	International Impact					

Categories		
Low	Medium	High
Group I	Group II	Group III