

## Worksheet 3: Workplace Hazard Analysis Form

### INSTRUCTIONS

**STEP 1:** Complete this form --columns A – G. Print clearly. Use additional forms if necessary. Refer to the instructions on completing columns C – G.

**STEP 2:** Determine the Control(s) for the hazard and then complete the Participatory Shop Safety Improvement (Action) Plan Form on page 7. Please insure you number each Item on your Participatory Shop Safety Improvement (Action) Plan Form so that you can review how you came to your valuation.

### Recognize

A – Work Process, Work Area or Job <small>List a process (ex. grinding), a work area (ex. Welding area) or your homework – look at history reports, documentation, talk to others, etc.</small>	B – Potential Hazard/Accident Description <small>Ask yourself – What could happen while doing the job? Ex. fall, cut, burn, struck by object, workplace illness, strain, etc. Identify the potential hazard or accident. A hazard is something with the potential to cause harm or injury. Consider all contributing factors (PEWED): People, Equipment, Materials, Environment, Process.</small>	Exposure (1 - 5)	Occurrence (1 - 5)	Probability (A - E)	Consequences (1 - 5)	Risk Rating (H - M - L)	
Item #							
Item #							
Item #							
Item #							
Item #							

School: \_\_\_\_\_  
 Classroom: \_\_\_\_\_  
 Administrator: \_\_\_\_\_  
 Date: \_\_\_\_\_

Assess					Control
Risk Evaluation <small>(See back of form)</small>					Recommended Controls H
C	D	E	F	G	