

# Quick Checklist for Worksite Inspection / Hazard Assessment and Job Observation

## Job Observation Guidelines

Potential Severity				
Likelihood	1-Negligible	2-Marginal	3-Critical	4-Catastrophic
1-Unlikely	1	2	3	4
2-Remote	2	4	6	7
3-Occasional	2	6	7	8
4-Frequent	3	7	8	9

RANKING 1-9

## Likelihood Definitions

Likelihood	Ranking
1-Unlikely Possible but rare (Once in life of facility)	1-2, Lower priority. May require further study &/or action as resources are available.
2-Remote Has happened (Once in 20 years)	3-6, Medium priority. Should be considered serious & appropriate action taken.
3-Occasional Isolated incidents (Once in 3 years)	
4-Frequent Possible repeat incidents (One or more per year)	7-9 Very high priority. Immediate action should be taken to reduce risks to as low a level as practical.

Potential Severity for Safety/Loss and Environmental Damage		
1-Negligible	Safety/Loss- Environmental-	Minor injury, no threat to public. Minor damage <\$10,000 damage. <1 day downtime. Contained within facility. No adverse environmental impact. Volume<reportable
2-Marginal	Safety/Loss- Environmental-	Medical treatment, restricted duty. Minor damage<\$50,000 damage. <10 days downtime. Contained within facility. Minimal impact with no long term threat to environment. Regulatory reporting required.
3-Critical	Safety/Loss- Environmental-	Lost time. Threat to public sector. Major damage <\$500,000 damage. <10 days downtime. Off site releases. Repeated non-compliance issues. Regulatory reporting required. One time incidents with potential for significant adverse impact. Regulatory reporting required.
4-Catastrophic	Safety/Loss- Environmental-	Fatality. Harm to public sector. Extensive damage <\$500,000 damage. <90 days downtime. Major environmental impact to neighboring receptors. Regulatory reporting required. (e.g public, streams, vegetation, air, ground water etc.)

# Job Observation Report

Description of Event or Concern: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Loss or Potential Loss (people, property, process or environment)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Direct Cause(s): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Indirect Cause(s): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Recommendations: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Actions Taken: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

By Whom: \_\_\_\_\_

Completed by: \_\_\_\_\_

Acknowledged by:

Foreman: \_\_\_\_\_

Area Manager: \_\_\_\_\_

*Copy and give to safety department*

# Worksite Hazard Inspection / Safety Audit

Area: \_\_\_\_\_ Project: \_\_\_\_\_

Location: \_\_\_\_\_

Inspected by: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**Rating Codes:**        S - Satisfactory  
                              V - Safety Violation  
                              C - Special Concern  
                              N/A - Not Applicable

## A. Jobsite Conditions

- \_\_\_\_\_ Walking and Working Surfaces
- \_\_\_\_\_ Slipping and Tripping Hazards
- \_\_\_\_\_ Stairways and Handrails
- \_\_\_\_\_ Doorways and Exit Markings
- \_\_\_\_\_ Roadways and Parking Areas
- \_\_\_\_\_ Other \_\_\_\_\_

## B. Environmental Conditions

- \_\_\_\_\_ Adequate lighting
- \_\_\_\_\_ Noise Exposures Identified
- \_\_\_\_\_ Toxic Vapors Controlled
- \_\_\_\_\_ Hot/Cold Processes Identified
- \_\_\_\_\_ Other \_\_\_\_\_

## C. Electrical Systems

- \_\_\_\_\_ Lock Out Systems
- \_\_\_\_\_ Cords or Wiring
- \_\_\_\_\_ Explosion Proof Fixtures

THIS IS A 12-PAGE FILE.