Activity Hazard Analysis (AHA)

Activity/Work Task:	Overall Risk Assessment Code (RAC) (Use highest code)
Project Location:	**Risk Assessment Code (RAC) Matrix**
Contractor: Contract Decor, Inc.	
Date Prepared:	
Prepared by (Name/Title): Project Manager	
Reviewed by (Name/Title):	
Notes: (Field Notes, Review Comments)	

Severity	**Probability**				
	Frequent	Likely	Occasional	Seldom	Unlikely
Catastrophic	**E**	**E**	**H**	**H**	**M**
Critical	**E**	**H**	**H**	**M**	**L**
Marginal	**H**	**M**	**M**	**L**	**L**
Negligible	**M**	**L**	**L**	**L**	**L**

Review each **"Hazard"** with identified safety **"Controls"** and determine RAC (See above)

"Probability" is the likelihood to cause an incident, near miss, or accident and identified as: Frequent, Likely, Occasional, Seldom or Unlikely.

"Severity" is the outcome/degree if an incident, near miss, or accident did occur and identified as: Catastrophic, Critical, Marginal, or Negligible

Step 2: Identify the RAC (Probability/Severity) as E, H, M, or L for each "Hazard" on AHA. Annotate the overall highest RAC at the top of AHA.

RAC Chart

E = Extremely High

H = High Risk

M = Moderate Risk

L = Low Risk

Job Steps	Hazards	Controls	RAC
1. Prepare for work activities	1a. Sprains and strains	1a. Perform stretching activities in the morning and as needed before jobs requiring strenuous activity.	L
2. Prepare daily pre task plan	2a. Crew unaware of hazards 2b. Inadequate resources 2c. Interference with other trades 2d. Note all hazards identified or discussed	2a. Closely examine the work area for existing/potential hazards and anticipate how they can change during the day. Identify evacuation routes. Establish communication protocols. 2b. Verify needed tools, personnel and safety equipment. 2c. Exchange work scope and hazard information with any other trades that are working in the area. 2d. Review the daily pre task plan and this AHA with the crew. Take into consideration weather, job site changes, personnel changes, new hires and new subcontractors. Explore "what if" scenarios.	L

3. Receive material and unload material	3a. Excessive material handling 3b. Slips, trips and fall	3a. Stage material as close to its final destination as possible 3b. Setup warning barricades and caution off area as needed where work is to be ongoing to prevent the entry of equipment or unauthorized personnel.	L
4. Inspect power tools (hand and power). Power tools to be used include: Power drill, chop saw	4a. Injuries from defective or broken tools	4a. Inspect all tools prior to use. Tag and remove defective tools from the jobsite. Insure all safety guards and in place and working properly. Manufacturers instructions to be onsite for tools at all times. 4b. Pickup and store tools properly	L
5. Window Shades	5a. Strains 5b. Use of Drill & Chop Saw 5c. Fall from Ladder 5d. Metal fragments/shavings 5f. Metal fragments/shavings 5g. Use of drill & chop saw	5a. Lift heavy loads with assistance. Lift all large items with 2 people to avoid injury. 5b. Inspect drill before use. Always wear eye protection when using a drill. Keep hands and fingers clear of moving parts and wear gloves. 5c. Make sure ladder and rolling scaffolding is on level ground. Inspect ladder for visual damage. Will not use top 2 steps of ladder. 5d. Always use proper eye/hand protection. Will wear gloves. 5e. Use proper dust mask when cutting and shavings are flying around (use face shield). 5f. Use proper dust mask when cutting and shavings are flying around (use face shield).	
			L
			L
			L

			L
			L
			L
			L
			L

Equipment to be Used	Training	Inspection Requirements
Ladders Scaffolding Power Drill Chop Saw	Ladder Safety Training Scaffolding Safety Training Power Tool Training Power Tool Training ***(**Any certifications requested can be provided by installers when onsite.**)***	Pre-Inspect all equipment prior to use for any damage.
Scissor Lifts	***(**Any certifications requested can be provided by installers when onsite.**)***	

Signatures / Verification of Review		
Name (Print)	**Signature**	**Date**

AHA Modified and Reviewed		
Name (Print)	**Signature**	**Date**