

SMALL BUSINESS HAZARD ASSESSMENT TOOL

Date:

Completed By:

Position/ Work Area:

Task/Activity	Hazard	Assess Risk			Recommend Controls	Evaluate
	What is the source of harm?	Likelihood	Consequence	Rating	Consider the hierarchy of controls	Is the control effective?
<i>Receiving shipment</i>	<i>Heavy boxes- back strain</i>	Y	Y	H	<ul style="list-style-type: none"> ▪ Pallet cart for large quantities ▪ Procedure for 2-person lift ▪ Train on safe lifting 	<ul style="list-style-type: none"> ▪ Cart reduced frequency of lifting required
	<i>Heavy boxes- foot injury</i>	Y	N	M	<ul style="list-style-type: none"> ▪ Request supplier to ship in smaller boxes ▪ PPE: Safety shoes leather gloves 	<ul style="list-style-type: none"> ▪ Gloves improved grip on boxes
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Assess Risk		Rating			Hierarchy of Controls	
Likelihood: Is the hazard likely to cause injury? Y/ N Consequence: Can the hazard cause serious injury or illness? Y/N		High Risk Medium Risk Low Risk	= 2 Yes's = 1 Yes, 1 No = 2 No's		1. Elimination 4. Awareness 2. Substitution 5. Administrative 3. Engineering 6. Personal Protective Equipment	