

HAZARD IDENTIFICATION AND INSPECTIONS

WORKPLACE INSPECTIONS - INFOGRAPHIC



PREPARING FOR THE INSPECTION

Gather all information relevant to completing your inspections.*

- > Layout of the area and planned inspection route.
- > Existing and applicable inspection checklists.
- > Previously submitted hazard, incident and inspection reports.
- > Information about operations of the area and common hazards encountered.
- > Worker safety related policies and procedures used in the work environment.
- > Previous WorkSafe BC orders (if applicable).

* Please note this is not an exhaustive list.



STAGE 1 - HAZARD IDENTIFICATION

Identify the hazards.

- > Inspect the area and follow the related checklist.
- > Speak with workers in the area about existing hazards.
- > Explore whether there were any incidents reported related to the hazards identified.



STAGE 2 - RISK ASSESSMENT

Assess the risks.

- > Assess the risk level (e.g. high, medium, low) for each hazard identified.
- > Speak to workers to confirm risk levels identified.
- > Document the risk assessment process and related conclusions.
- > Implement immediate control measures for hazards identified as high risk.

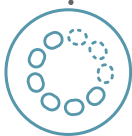


STAGE 3 - CONTROL MEASURES

Create a plan to implement control measures that eliminate or minimize identified risks.

- > Identify and recommend control measures using the hierarchy of controls for each hazard identified.
- > Create a risk control plan that includes:
 - Hazards Identified
 - Risk level identified for each hazard
 - Recommendations for control measures
 - The person(s) responsible for implementation of each control measure
 - A timeline for implementation of each control measure
 - Risk communication plan for front-line workers, the JOHSC and applicable employer contacts

PRO TIP: *The final inspection report should include the risk control plan. The JOHSC can make formal recommendations for further control measures if needed.*



STAGE 4 - EVALUATION AND FOLLOW UP

Determine a plan to follow up on the inspection and evaluate control measures for effectiveness.

- > Ensure each corrective action is implemented in the required time frame.
- > Evaluate whether the control measures are effective or not by speaking with front-line workers.
- > Add unresolved safety concerns to the JOHSC agenda for follow up, discussion and action.
- > Identify and recommend new control measures that address unresolved safety concerns.
- > Document all findings.
- > Communicate the updated control plan to front-line workers, the JOHSC and applicable employer contacts.