

StepBack

Step back 6 feet
for 2 minutes

Look and see the hazards | Assess the risk | Take appropriate action

Supervisors Name:

Signature:

Employer:

Project / Site:

Date and Time:

Location:

Job Description:

Safe Work Permit (SWP) required? Yes ☐ No ☐

1 Look and see the Hazards

Below is a list of common hazards to help trigger you to potential ones you may encounter while doing your job.



Vehicles

- ☐ Interaction with pedestrians or other equipment
- ☐ Poor visibility and/or road conditions
- ☐ Poor vehicle condition (seatbelts, tires, leaks, etc.)
- ☐ Driver distractions exist (cell phone, food, fatigue, etc.)



De-Energization

- ☐ Overhead/underground power lines/utilities involved
- ☐ Strong magnetic fields/induction
- ☐ Systems under pressure or not isolated
- ☐ Not at Zero Energy State



Confined Space

- ☐ Confined space not identified and/or no watch person
- ☐ Inadequate gas testing
- ☐ Inadequate rescue equipment/plan
- ☐ Lack of proper access/egress



Equipment Safeguarding

- ☐ Exposed rotating parts
- ☐ Improper guards
- ☐ Interlock bypassed/poor condition
- ☐ Pinch points or crushing



Environment

- ☐ Spill possibility
- ☐ Improper waste disposal
- ☐ Wastewater not controlled
- ☐ Work near/over water, wetland, wildlife habitat
- ☐ Housekeeping in work area



Hazardous Materials

- ☐ Extensive accumulation of dust/mist/fumes
- ☐ Inadequate information (labels/SDS)
- ☐ Improper storage/containment/handling of chemicals
- ☐ Sources of ignition nearby



Working at Heights

- ☐ No proper anchor point
- ☐ Improper use of elevated work platforms or ladders
- ☐ Lack of guards/barricades/toe boards
- ☐ Falling objects possible



Excavations

- ☐ Buried utilities
- ☐ Insufficient protection (sloping/shoring)
- ☐ Spoil piles/equipment stored too close to the edge
- ☐ Unstable soil conditions could exist



Lifting Operations

- ☐ Lack of exclusion zones
- ☐ Lift plans not available
- ☐ Overloading/reaching required
- ☐ Excessive wind



Occupational Health and Hygiene

- ☐ Awkward work position
- ☐ Lifting, twisting, and/or repetitive movements
- ☐ Potential for slips, trips and falls
- ☐ Excessive noise/dust
- ☐ Knife safety reviewed

2 Assess the Risk

Yes No

1. Have we looked and identified all hazards? ☐ ☐
2. Are we trained and competent to conduct this task? ☐ ☐
3. Can we do the job as planned in the JHA and/or safe work permit? ☐ ☐
4. Are the resources (equipment, tools, PPE, and personnel) available? ☐ ☐
5. Have we identified all the hazards since we last did the task? ☐ ☐
6. Are other persons and the environment protected from our activities in the area? ☐ ☐
7. Do we know what to do in case of an emergency? ☐ ☐
8. Do we have safe access and egress to and from the work area? ☐ ☐
9. Can we do this job without putting ourselves, others or the environment at risk? ☐ ☐
10. Is our work area clean and tidy? ☐ ☐



If you answered NO to any of these questions, consult your immediate supervisor for assistance.

StepBack

3 Take appropriate Action

Hazards: How can we get hurt?

Controls: What can we do about it?

What is the overall risk level for this job (post controls)?



Extreme



High



Medium



Low

Signing below indicates that all personnel understand the potential hazards that exist and agree that proper controls have been put in place.

Name	Signature	Name	Signature
Name	Signature	Name	Signature
Name	Signature	Name	Signature
Name	Signature	Name	Signature
Name	Signature	Name	Signature
Name	Signature	Name	Signature

	Risk level		Consequence			
	Low	Medium	Negligible	Minor	Moderate	Major
Probability	Almost impossible					
	Conceivable					
	Possible					
	Has Happened					
	Almost Certain					

Linxon Representative Sign Off: _____

Date / Time : _____