

CREW DETAILS

IN AN EMERGENCY CALL:

Crew Leader:	Project Phone Number:
Crew:	

PROJECT OVERVIEW

Purpose of Project:	Date of Project:
<p>Benefit of Project: Enhances the longevity and reliability of HVAC systems. Facilitates compliance with environmental and safety standards. Increases energy efficiency and reduces operational costs. Maintains optimal indoor air quality and comfort levels. Reduces the risk of health issues related to poor ventilation. Supports the integration of smart and sustainable HVAC technologies.</p>	

HAZARDS

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Adverse weather	Slips, trips, falls, exposure injuries, equipment damage	Enables continued operations in various weather conditions while minimizing risks to worker safety.	Monitor weather forecasts and plan tasks accordingly. Provide appropriate PPE for rain, wind, or extreme temperatures. Postpone tasks in severe weather conditions like storms. Train workers to recognize weather-related risks and establish shelters or safe zones onsite. (ALL)	Workers	Before Measure: High After Measure: Low
Burns from hot surfaces	Skin burns, pain, blisters	Allows safe work around HVAC systems that generate heat.	Mark hot surfaces clearly, provide heat-resistant gloves, train workers on safe handling procedures, allow equipment to cool before maintenance, and install barriers around hot areas where feasible. (ALL)	Workers	Before Measure: Med After Measure: Low

HVAC (Heating, Ventilation, and Air Conditioning)

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Chemical spills	Burns, poisoning, environmental damage	Facilitates the use of necessary chemicals for HVAC servicing while mitigating risks.	Provide spill kits at all worksites, ensure proper labeling and storage of chemicals, train workers on spill containment and cleanup, use secondary containment for hazardous liquids, and implement quick reporting procedures for incidents. (ALL)	Workers, environment	Before Measure: High After Measure: Low
Cold stress	Hypothermia, frostbite, reduced dexterity	Ensures work continuity in cold environments.	Provide insulated PPE, schedule breaks in warm areas, offer hot beverages, train workers on recognizing cold stress symptoms, and limit exposure during extreme cold conditions. (ALL)	Workers	Before Measure: High After Measure: Low
Communication failures	Delays in work, coordination errors, increased risk of accidents	Promotes clear coordination during complex HVAC tasks.	Use clear signage and two-way radios, establish pre-work briefings to clarify roles, enforce standard hand signals for coordination, and conduct regular communication drills to test effectiveness. (ALL)	Workers	Before Measure: Med After Measure: Low
Compressed gas hazards	Explosions, asphyxiation, chemical exposure	Necessary for tasks requiring compressed gases in HVAC systems.	Store cylinders upright and secure them to prevent falls, ensure proper ventilation in storage areas, use appropriate regulators and hoses, train workers on safe handling, and conduct regular leak checks. (ALL)	Workers	Before Measure: High After Measure: Low
Confined space entry	Oxygen deficiency, toxic gas exposure, entrapment	Allows essential work in restricted areas such as HVAC ducts or basements.	Use confined space permits, conduct atmospheric testing for hazards, ensure continuous monitoring, provide workers with breathing apparatus if needed, train staff in emergency procedures, and always have a rescue plan in place. (ALL)	Workers	Before Measure: High After Measure: Low

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Electrical hazards	Electric shocks, burns, electrocution, equipment damage	Ensures safe electrical operations for HVAC systems, reducing risk of shocks or failures.	Only qualified personnel should work on electrical systems, use lockout/tagout procedures during repairs, inspect equipment for faults, provide electrical safety training, equip workers with insulated tools, and maintain emergency shut-off protocols. (ALL)	Workers	Before Measure: High After Measure: Low
Equipment malfunctions	Injuries from faulty equipment, delays in work, property damage	Ensures the continued operation of tools and machinery critical for HVAC tasks.	Inspect all equipment before use, conduct regular maintenance, train workers on recognizing and reporting faults, ensure availability of backup equipment, and follow manufacturer guidelines for use and servicing. (ALL)	Workers	Before Measure: High After Measure: Low
Ergonomic strain	Repetitive strain injuries, musculoskeletal disorders, fatigue	Supports worker comfort while maintaining efficiency.	Design tasks to reduce awkward postures, provide adjustable tools or equipment, train workers on ergonomic practices, conduct job rotation to avoid repetitive motions, and provide anti-fatigue mats for prolonged standing tasks. (ALL)	Workers	Before Measure: Med After Measure: Low
Exposure to asbestos	Respiratory diseases, long-term health issues	Enables work in older buildings while safely managing health risks.	Conduct pre-work asbestos surveys, engage licensed removal specialists if asbestos is present, provide awareness training, enforce strict no-disturbance policies unless necessary, and equip workers with respirators and disposable coveralls. (ALL)	Workers	Before Measure: High After Measure: Low
Exposure to dust and particulates	Respiratory issues, eye irritation, allergic reactions	Facilitates work in dusty environments while protecting worker health.	Use local exhaust ventilation (LEV) to reduce airborne particulates, provide dust masks or respirators, implement wet cutting or drilling methods to suppress dust, and clean the site regularly to prevent buildup. (ALL)	Workers	Before Measure: Med After Measure: Low

HVAC (Heating, Ventilation, and Air Conditioning)

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Exposure to extreme temperatures	Heat exhaustion, hypothermia, dehydration, frostbite	Ensures work continuity despite extreme environmental conditions.	Schedule tasks to avoid peak heat or cold, provide shaded rest areas and hydration stations, ensure workers wear climate-appropriate PPE, use portable heating or cooling devices where possible, and educate staff on recognizing heat or cold stress symptoms. (ALL)	Workers	Before Measure: High After Measure: Low
Exposure to hazardous substances	Chemical burns, respiratory issues, skin irritation, poisoning	Supports the use of required substances crucial for HVAC operations while minimizing exposure risks.	Maintain updated Safety Data Sheets, provide appropriate PPE such as gloves and respirators, ensure safe storage and labeling, train workers in safe handling and disposal, and conduct regular monitoring of air quality and potential spill risks. (ALL)	Workers	Before Measure: High After Measure: Low
Exposure to refrigerants	Frostbite, respiratory issues, environmental contamination	Ensures effective system maintenance while controlling exposure risks.	Use certified recovery equipment to prevent leaks, provide training on refrigerant safety, ensure proper ventilation in confined areas, equip workers with gloves and goggles, conduct routine inspections for leaks, and establish emergency response protocols. (ALL)	Workers	Before Measure: High After Measure: Low
Falling objects	Head injuries, bruises, fractures	Enables overhead work while protecting those below from potential injuries.	Secure tools and materials when working at height, use tool lanyards or safety nets, establish exclusion zones beneath work areas, inspect scaffolding for loose items, and train workers on proper material handling techniques. (ALL)	Workers, bystanders	Before Measure: High After Measure: Low
Fatigue and overexertion	Decreased concentration, muscle strains, heat exhaustion	Maintains productivity while minimizing risks of errors or injuries from fatigue.	Enforce regular breaks, rotate shifts to distribute workload evenly, monitor workers for signs of fatigue, provide hydration stations, and ensure tasks requiring sustained physical effort are shared among team members. (ALL)	Workers	Before Measure: Med After Measure: Low

HVAC (Heating, Ventilation, and Air Conditioning)

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Fire hazards	Burns, smoke inhalation, property damage	Allows safe use of equipment and materials that may pose fire risks.	Store flammable materials away from heat sources, use fire-resistant containers, ensure proper ventilation in storage areas, train workers in fire prevention, maintain accessible fire extinguishers, and conduct regular fire drills to ensure preparedness. (ALL)	Workers	Before Measure: High After Measure: Low
Heat exhaustion	Fatigue, dizziness, dehydration	Enables continuous work in outdoor or hot environments.	Schedule work to avoid peak heat, provide shaded areas, ensure access to water, educate workers on recognizing symptoms, and implement regular rest breaks during hot weather. (ALL)	Workers	Before Measure: High After Measure: Low
Improper use of tools	Cuts, abrasions, equipment damage	Ensures tasks are completed efficiently and safely, reducing potential for accidents or injuries.	Train workers on proper tool usage and safety practices. Inspect tools regularly for damage or defects. Enforce the use of appropriate tools for specific tasks. Provide guidance on correct storage and transport of tools to prevent misuse. (ALL)	Workers	Before Measure: Med After Measure: Low
Inadequate first aid	Delayed response to injuries, worsened outcomes	Enables quick response to injuries, minimizing downtime and promoting a safe work environment.	Ensure fully stocked first aid kits are readily available and regularly checked. Train workers in basic first aid and CPR. Assign a designated first aider onsite. Display emergency contact numbers and provide clear instructions for incident reporting. (ALL)	Workers	Before Measure: High After Measure: Low
Inadequate personal protective equipment	Injuries, chemical exposure, burns	Protects workers effectively and ensures compliance with safety standards, enabling a safer working environment.	Conduct PPE assessments to ensure the right equipment is available for each task. Provide thorough training on PPE use and maintenance. Regularly inspect and replace worn or damaged PPE. Ensure proper storage to keep equipment in optimal condition. (ALL)	Workers	Before Measure: High After Measure: Low

HVAC (Heating, Ventilation, and Air Conditioning)

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Inadequate ventilation	Fume inhalation, oxygen deficiency, heat stress	Ensures the safe use of equipment and substances in enclosed spaces.	Ensure proper ventilation in confined spaces using fans or ducting, avoid prolonged exposure to fumes, monitor air quality regularly, train workers on the importance of ventilation, and use PPE like respirators when needed. (ALL)	Workers	Before Measure: High After Measure: Low
Ladder safety	Falls, fractures, head injuries	Ensures safe access to elevated areas during HVAC installations.	Use ladders that meet safety standards, inspect ladders before use, train workers on safe ladder positioning and use, avoid overreaching, and secure ladders to prevent movement during use. (ALL)	Workers	Before Measure: High After Measure: Low
Manual handling injuries	Strains, sprains, back injuries, crushed fingers	Enables safe and efficient handling of HVAC components, maintaining productivity.	Assess risks for heavy or awkward loads, provide proper lifting training, encourage use of mechanical aids, implement team lifting for large items, rotate tasks to prevent strain, and ensure workers are equipped with suitable protective gloves if necessary. (ALL)	Workers	Before Measure: High After Measure: Low
Noise exposure	Hearing loss, tinnitus, distraction leading to errors	Protects workers while allowing the operation of essential tools and equipment.	Identify high-noise areas through assessments, install noise-reducing barriers or dampeners, provide hearing protection (e.g., earplugs or earmuffs), rotate workers to minimize exposure time, and conduct regular hearing checks. (ALL)	Workers	Before Measure: Med After Measure: Low
Pinch points	Crushed fingers, bruises, hand injuries	Enables safe operation of moving parts in HVAC installations.	Identify and mark equipment with pinch points, provide training on avoiding these hazards, use guards or barriers where possible, and enforce the use of gloves to reduce injury risks. (ALL)	Workers	Before Measure: Med After Measure: Low

HVAC (Heating, Ventilation, and Air Conditioning)

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Prolonged vibration	Hand-arm vibration syndrome (HAVS), muscle fatigue, nerve damage	Supports the use of tools needed for HVAC installations while protecting workers.	Use vibration-dampening tools, enforce job rotation to limit exposure, provide gloves designed to reduce vibration transmission, and monitor workers for symptoms of hand-arm vibration syndrome (HAVS). (ALL)	Workers	Before Measure: Med After Measure: Low
Sharp edges and cuts	Lacerations, infections, hand injuries	Allows handling of HVAC components safely, ensuring effective installation or repair.	Provide gloves resistant to cuts, ensure all sharp tools and HVAC components are handled with care, conduct toolbox talks on safe handling, and inspect the worksite for exposed sharp edges or protruding materials. (ALL)	Workers	Before Measure: Med After Measure: Low
Slips, trips, and falls	Broken bones, head injuries, minor cuts	Supports safe movement in varied work environments.	Keep work areas tidy and free from obstacles, clearly mark uneven surfaces or hazards, repair damaged flooring, ensure spillages are promptly cleaned, provide appropriate footwear, and conduct routine safety inspections. (ALL)	Workers	Before Measure: Med After Measure: Low
Tool-related injuries	Cuts, abrasions, punctures, repetitive strain injuries	Supports the use of essential tools for efficient HVAC work.	Ensure tools are inspected and maintained regularly, train workers on the correct use of tools, provide PPE such as gloves and safety glasses, avoid using damaged tools, and enforce safe storage practices to prevent accidental use. (ALL)	Workers	Before Measure: Med After Measure: Low
Unsafe structures	Collapses, injuries, equipment damage	Allows work on necessary installations in older or compromised structures while prioritizing safety.	Conduct structural assessments before work begins. Use temporary supports or shoring where necessary. Prohibit access to areas deemed unsafe until repairs are made. Train workers to identify signs of structural weakness and report hazards immediately. (ALL)	Workers	Before Measure: High After Measure: Low

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HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Vehicle movement onsite	Collisions, crush injuries, damage to property	Ensures safe transport of equipment and materials.	Mark designated routes for vehicles and pedestrians, provide high-visibility clothing, train drivers on site-specific rules, use spotters when reversing vehicles, and conduct regular checks of vehicle conditions. (ALL)	Workers, pedestrians	Before Measure: High After Measure: Low
Working at height	Falls, dropping tools or equipment, injuries to bystanders	Enables access to elevated systems critical for HVAC installations and maintenance.	Conduct pre-work height risk assessments, provide inspected and stable scaffolds or ladders, ensure workers are trained in fall prevention, use harnesses or guardrails, establish exclusion zones below, and supervise high-risk tasks. (ALL)	Workers, bystanders	Before Measure: High After Measure: Low
Working with pressurized systems	Explosions, burns, equipment failure	Ensures the proper functioning of HVAC systems under pressure.	Train workers on handling pressurized equipment, ensure systems are depressurized before maintenance, conduct regular inspections for leaks or faults, use pressure-relief devices, and follow manufacturer guidelines for safe operation. (ALL)	Workers	Before Measure: High After Measure: Low
Unpredicted risks	Illness, injury, death		Continuous risk monitoring conducted by all staff. Any unforeseen hazards must be reported promptly to supervisors or management, with immediate corrective action taken as necessary. (ALL)	All	N/A

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Extra notes & activity evaluation:

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Completed by

Reviewed/Approved by

Risk Assessment Date

Review Required Date