

Department: Aquatics	Position: Town of Stony Plain Pool Coordinator	Prepared Date: May 18, 2023	Revised Date: February 11, 2024
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Instructions: upon reviewing the hazards and applicable hazards associated with tasks - if being reviewed at time of orientation, worker is to complete acknowledgement section of form, if being reviewed for accuracy i.e., annual, post incident, inspection etc., leader assessor and supporting assessor (if applicable) is to complete the accuracy review section of form. Once completed, please scan to health and safety.

Acknowledgement - Orientation	Accuracy Review
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Date of acknowledgement:	Date of Review:
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Signature acknowledges hazards and the required hazard controls for job position	Print Name	Worker	Print Name	Lead Role	Supporting Role (optional)
	Signature			Signature	

RISK RANKING = PROBABILITY + SEVERITY + EXPOSURE

PROBABILITY 1 NEVER - NEVER GOING TO HAPPEN 2 IMPROBABLE - NOT LIKELY TO HAPPEN 3 REMOTELY PROBABLE - HAZARD VERY RARELY OCCURS 4 PROBABLE - OCCURS OR IS PRESENT OCCASIONALLY 5 VERY PROBABLE - OCCURS OR IS PRESENT FREQUENTLY	SEVERITY 1- MINOR- NO LOST TIME, NO LOSS 2 - MODERATE - MEDICAL AIDS, RESTRICTED WORK, DMG >\$0 3 - SERIOUS - LOST TIME, DMG <\$5,000 4 - VERY SERIOUS - SEVERE INJURY, ACUTE HEALTH EFFECTS, DMG > \$5K 5 - CATASTROPHIC - FATAL, CHRONIC HEALTH, EXTREME DMG >\$25	EXPOSURE 1 - REMOTE - ONCE PER YEAR 2 - INFREQUENT - WEEKLY OR LESS 3 - OCCASIONAL - ONCE PER DAY 4 - FREQUENT - MORE THAN TWICE DAILY 5 - CONTINUALLY - ON A HOURLY BASIS	3-6	LOW RISK
			7-10	MEDIUM RISK
			11-15	HIGH RISK

Task	Existing and/or Potential Hazards	Potential harm	Hazard Health(H) Safety (S)	Probability	Severity	Exposure	Risk Rating (P+S+E)	Hazard Control(s)
Walking to and from the building, walking around worksites	Slip/trip	Cuts, lacerations,	S	4	1	2	7	Eng: overhand over front entrance, mats at front entrance and under staff lunch table Admin: SWP – housekeeping, yellow tape on sidewalk edge on North side of the main facility, red/tape warning on pipes on laundry/chemical storage PPE:
	Falls	Fall in water, drowning	S	2	1	1	4	Eng: Admin: Limited persons on deck, SWP - housekeeping PPE:
	Air quality	Coughing, throat irritation, headaches, or shortness of breath	S	4	1	2	7	Eng: Access to building. Admin: SWP – air quality PPE: Masks – optional

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Task	Existing and/or Potential Hazards	Potential harm	Hazard Health(H) Safety (S)	Probability	Severity	Exposure	Risk Rating (P+S+E)	Hazard Control(s)
	Fungus	Plantar warts	S	3	1	1	5	Eng: Admin: PPE: Deck shoes
	Animals	Bites	S	2	2	1	5	Eng: Access to building. Admin: Limited access outside PPE:
	Contact with sharps (needles) – blood born pathogens or biohazardous materials	Diseases, illness (acute or chronic)	S	2	3	3	11	Eng: Admin: SWP – housekeeping, exposure plan, SWP – drugs and drug paraphernalia, biohazardous pail PPE: Gloves, protective footwear
Dealing/contact with people (internal and external)	Public/Worker Interaction during/after office hours– workplace violence: stranger violence (i.e. robbery, bomb threats etc), client/customer violence, co-worker violence, violence related to domestic issues	Psychological (flashbacks, nightmares, coping thru avoidance, loss of interest, feeling of guilt, irritability, sleep disorder, hypervigilance, difficulty concentrating)	H	5	1	2	8	Eng: Access to building, fencing around pool. Admin: Workplace Violence prevention plan, workplace violence training, emergency response for mental health, shelter in place and lock down, Psychological Directive, personal security procedure PPE:
		Physical (bruises, stabs, pushed into pool)	S	4	1	1	6	
	Harassment & bullying	Psychological (flashbacks, nightmares, coping thru avoidance, loss of interest, feeling of guilt, irritability, sleep disorder, hypervigilance, difficulty concentrating)	H	5	1	2	8	Eng: Admin: Harassment prevention plan, harassment prevention training PPE:
	Stress	Headaches, upset stomach, chronic stress - heart condition, depression, lower back pain	S	4	1	2	7	Eng: Admin: Adequate assigned work tasks PPE:
	Handshaking	contracting a pathogen	H	2	1	2	5	Eng: Admin: Exposure plan

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		through repeated hand shaking (pathogen – staphylococcus aureus)						PPE:
Dealing/contact with people (internal and external)	Contact with sick member of public or co-worker (influenza, respiratory illness i.e. covid lice, fleas, impetigo)	Illness	H	4	1	2	7	Eng: Pool outdoors, vaccinations (optional) Admin: Exposure plan PPE: Masks
	Bodily fluids (i.e. blood, urine, feces, vomit)	Illness	H & S	4	1	2	7	Eng: Admin: Exposure plan, SWP – contamination, SWP – disinfecting floors, SWP – liquid diarrhea contamination SWP – first aid - administering PPE: Gloves, protective footwear, masks
	Worker has a pre-existing medical condition	Illness	S	4	2	2	8	Eng: Admin: Emergency response procedure – medical aid, first aiders on shift, first aid kit PPE:
	Monitoring pool when near capacity	Stress	H	4	1	2	7	Eng: Admin: Minimum 2 guards on duty, limited capacity in pool (signage) PPE:
Filing and Storage of supplies and materials	Materials falling	Crush/pinch	S	3	1	2	6	Eng: Designated storage areas Admin: SWP – filing and storage PPE:
	Ergonomic issues - Material Handling	Sprain/strains	S	4	1	2	7	Eng: Door jambs on doors, carts Admin: SWP – ergonomic – lifting/carrying manual, safe lifting training, SWP - carts PPE:
	Physical hazards – objects falling from overhead	Crush/pinch	S	2	1	2	5	Eng: Adequate storage area Admin: SWP – filing/storage PPE:
Using or exposure to chemicals for cleaning, maintenance etc.	Inhalation issues, topical issues, chemicals entering blood stream and internal organs	Occupational illness (determined by SDS)	H	5	2	3	10	Eng: Chlorine alarm, Restricted access to chlorine bottle room, secondary containment in chemical room Admin: WHMIS training, SDS, SWP – cleaning with floor scrubber, SWP – contamination, SWP – disinfecting floors, SWP – disinfecting life jackets, SWP – liquid diarrhea contamination, SWP – chlorine bottle change, SWP – graffiti removal, SWP – toilet maintenance, boot rack to dry rubber boots PPE: as determined by SDS which may include: SCBA, gloves, protective footwear, Tyvek suit, safety goggles/glasses, rubber pants
Using telephone (land line or cell phone)	Ergonomic	Cramps, strains	S	3	1	3	7	Eng: Admin: Limited use, SWP-ergonomic – basic office PPE:
	Biohazards – germs for main pool phone	Illness	S	2	1	2	5	Eng:

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								Admin: SWP – housekeeping PPE:
Using equipment with energy source	Contact with energy source	Struck by/struck against, burns, electrocution	S	2	1	2	5	Eng: Admin: SWP – Cleaning with floor scrubber, SWP – pool vacuum, SWP – managing hazardous energy (lock out/tag out) PPE:
Data entry via Electronics (i.e. computer, tablet)	Ergonomic issues – biomechanical (biomechanical = awkward or sustained postures, excessive forces, repetition, and/or compression/impact forces) associated with computer use or workstation design,	Repetitive Strain Injuries in and office environment such as neck, back, wrist, and other related issues.	H	1	1	1	3	Eng: Tablet used for entering chemical information Admin: Limited computer use, SWP – basic office PPE:
	Inadequate lighting	Eye strain	S	2	1	2	5	Eng: Open workstation, lights Admin: Limited access PPE:
	Faulty wiring – contact with energy source	Electrical shock, electrocution	H	2	1	2	5	Eng: Admin: Inspection process, SWP – electricity – working with or near PPE:
	Faulty wiring – fire	Burns	S	2	1	2	5	Eng: Admin: Inspection process, first aid plan – first aiders, first aid kit PPE:
Computer Use	Ergonomic issues – biomechanical (biomechanical = awkward or sustained postures, excessive forces, repetition, and/or compression/impact forces) associated with computer use or workstation design,	Repetitive Strain Injuries in and office environment such as neck, back, wrist, and other related issues. (high computer use)	S	2	1	2	5	Eng: Two monitors, keyboard, ergonomic chairs Admin: Limited computer use, SWP – basic office PPE:
	Inadequate lighting	Eye strain	S	2	1	2	5	Eng: Open workstation, lights Admin: Variety in tasks PPE:
Material handling (lifting, pushing, pulling etc.) – install/remove lane ropes, lessons set up and take down, restringing lane ropes, moving flags, pool maintenance, laundry	Ergonomic - biomechanical associated with material handling of equipment, furniture and supplies including lifting, carrying, pushing, pulling etc.	Repetitive Strain Injuries in and office environment such as neck, back, wrist, and other related issues.	S	4	1	4	9	Eng: carts Admin: Ergonomic program, SWP -Cleaning with floor scrubber, SWP - disinfecting floors, SWP – disinfecting life jackets, SWP – lesson set up/take down, SWP – manual vacuum pool, SWP – moving flags, SWP – restringing lane ropes, SWP – skimmer basket cleaning, SWP – changeroom maintenance, SWP – lifting/carrying manual, SWP – laundry, SWP - cart, SWP – festive decorating PPE:
	Sharp edges - cuts, lacerations	Infection, compensation for injured body area by	S	4	1	4	9	Eng: Admin: SWP – cleaning with floor scrubber, SWP – lesson set up/take down, SWP – manual vacuum pool, SWP – changeroom maintenance, SWP – festive decorating

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		another body part (i.e. using left hand more)						PPE:	
	Body parts -caught in or between items - pinch, crush	Compensation for injured body area by another body part (i.e. using left hand more)	S	4	1	4	9	Eng: Admin: SWP – cleaning with floor scrubber, SWP – lesson set up/take down, SWP – manual vacuum pool, SWP- changeroom maintenance, SWP - laundry, SWP – festive decorating PPE:	
Working in building	Internal Fire	Burnt, asphyxiation	S	2	4	1	7	Eng: Smoke detector in laundry room, Admin: Emergency response procedure - fire PPE:	
	External fire (grass catches on fire near building)	Burnt, asphyxiation	S	2	4	1	7	Eng: Admin: Maintenance program of grass around facility PPE:	
	Electrical failure causing no lighting in building	Struck by/struck against injuries	S	2	1	1	4	Eng: Emergency lighting Admin: Emergency response procedure PPE:	
	Noise (in spray park building)	Tinnitus		S	5	1	2	8	Eng: Limited exposure Admin: Noise testing, noise warning signage on door PPE: Hearing protection
		Cardiovascular effects		S	5	1	2	8	Eng: Limited exposure Admin: Noise testing, noise warning signage on door PPE: Hearing protection
		Stress, anxiety, and depression		H	5	1	2	8	Eng: Limited exposure Admin: Noise testing, noise warning signage on door PPE: Hearing protection
		Occupational injuries (from not being able to hear)		S	5	1	2	8	Eng: Limited exposure Admin: Noise testing, noise warning signage on door PPE: Hearing protection
		Degradation of performance (hearing loss)		H	5	1	2	8	Eng: Limited exposure Admin: Noise testing, noise warning signage on door PPE: Hearing protection
		Cognitive decline		S	5	1	2	8	Eng: Limited exposure Admin: Noise testing, noise warning signage on door PPE: Hearing protection
Contact with mice	Hanta virus	S	2	1	2	5	Eng: Admin: Pest control program PPE: Gloves, masks		
Working outside	Sun (radiation)	Heat stroke, heat exhaustion, heat cramps, sun burns	2	3	2	4	8	Eng: Awning over top of staff bench on deck, access to facility Admin: Sunscreen, SWP – heat stress, heat stress training PPE: Hats (optional)	
		Cancer	H	2	5	4	11	Eng: Access to shade Admin: Sunscreen	

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								PPE:
	Insects	Insect bites	S	5	1	5	11	Eng: Admin: Insect repellent, SWP – wasps – control of PPE::
	Inclement weather - thunderstorms	Lighting - Electrocutation	S	2	5	1	8	Eng: Admin: Emergency response procedure PPE:
	Inclement weather – 10C and below	Cold injury	S	2	1	2	5	Eng: Space heater, pool closed Admin: SWP – space heater PPE:
	Natural disasters (tornadoes, wildfires, floods)	Fatality, internal body injuries	S	2	4	1	7	Eng: Admin: Emergency response procedures, Town’s incident command system PPE:
Driving -taking samples to Public Health	Vehicle not suited for task	Collision – struck by/against injuries	S	2	1	2	5	Eng: Admin: SWP – vehicle use, seat belt PPE:
	Road condition – high traffic volume on the route – i.e. potential for aggravation	Stress	H	2	1	2	5	Eng: Admin: Psychological directive, individual plans PPE:
Driving -taking samples to Public Health	Road conditions – weather conditions – fog, heavy rain, sun in eyes	Collision – struck by/against injuries	S	2	1	2	5	Eng: Admin: SWP – vehicle use, seat belt PPE:
		Fatigue	H	2	1	2	5	Eng: Admin: limited driving, SWP – vehicle use PPE:
		Stress	H	2	1	2	5	Eng: Admin: Psychological directive, individual plans PPE:
	Road condition – road maintenance and construction activity while on road	Stress	H	2	1	2	5	Eng: Admin: Psychological directive, individual plans PPE:
	Driver – worker doesn’t have the required licensing for the class of vehicle	Collision struck by/struck against	S	2	1	2	5	Eng: Admin: Journey management directive, driver abstracts PPE:
	Driver – worker is too tired to travel	Collision struck by/struck against	S	2	1	2	5	Eng: Admin: Journey management directive, driver abstracts, limited driving PPE:
	Driver – worker is too sick to drive	Collision struck by/struck against	S	2	1	2	5	Eng: Admin: human resource policy for illness PPE:

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	Driver – worker is too stressed or distracted to focus on driving i.e. from having to make up time	Collision struck by/struck against	S	2	1	2	5	Eng: Admin: SWP - vehicle PPE:
Detailed work process hazards, risk rating and controls are located in applicable work process formal hazard assessment								

Recommended Additional Control(s)– Action Plan

Instructions: If during the accuracy review of hazards assessments, additional recommended controls are recommended, please complete the hazard and types of hazard control(s) recommended.

Hazard	Types of Control(s) Recommended	Person Responsible	Target Date	Date of Completion

Hazard Control

If the hazards cannot be **eliminated** as close to where the problem is created as possible, reduce the risk of exposure to the hazard by:

Engineering

- Substitution
- Redesign of workplace
- Isolation/closed processes
- Automation/material handling devices
- Ventilation (general dilution/local exhaust)
- Purchasing criteria (tools/equipment etc.
- Storage
- Air monitoring

Administrative

- Policies/practices/procedures
- Work/rest schedules
- Limiting hours of work
- Scheduling/rotation of exposed workers
- Wet methods as opposed to dry sanding or sweeping
- Training
- Organizing and planning work

Personal Protective Equipment

- Eye/face protection
- Head protection
- Foot protection
- Hearing protection
- Respiratory protective equipment
- Fall protection
- Protective clothing/Gloves

Or a **combination** of any of the three above