

TOOLBOX TALKS

HAZARD ASSESSMENT

Toolbox Talks are designed to promote safety discussions and best practices on the job site. To see more Toolbox Talks, please visit cat.com/toolboxtalks.

Potential hazards may be physical or health-related. A comprehensive hazard assessment should be conducted to identify all such hazards.

PHYSICAL HAZARDS

- Impact, penetration or compression (roll-over)
- The potential for falling or dropping objects
- Sharp objects that could poke, cut, stab or puncture
- Sources of motion that could cause an impact between an employee and equipment

HEALTH-RELATED HAZARDS

- Workplace chemicals and harmful dust
- High temperatures that could result in burns, eye injuries or fire
- Sources of light (optical) radiation
- Biological hazards (blood, potentially infected materials, etc.)

FOLLOW-UP

- When the assessment is complete, organize and analyze data so it may be used in determining the proper personal protective equipment (PPE) required
- Periodically reassess the workplace for any changes in conditions, equipment or operating procedures
- Review injury and illness reports to recognize trends or concerns
- Check suitability of existing PPE

DOCUMENTATION

- The Occupational Safety and Health Administration (OSHA) requires documentation of the hazard assessment through a written certification that includes the following information:
 - Identification of the workplace
 - Name of the person conducting the assessment
 - Date of the assessment
 - Identification of the document certifying assessment completion

Discussion Date: _____

Employee Participants:

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There are a lot of moving parts on the job site. To find a safety topic relevant to your operation, please visit cat.com/toolboxtalks.