

HAZARD IDENTIFICATION PROCEDURES – Example 1

Identification of workplace hazards will be accomplished through a cooperative effort between management, supervisors, employees and safety consultants. Responsibility and accountability for effective hazard identification will be placed on all employees, at all levels. The methods employed will include:

1. Monthly company location inspections of the shops, yards, storage areas, equipment, rolling stock and office areas. These inspections will be performed by the Safety Director and/or the Safety Consultant.
2. Weekly job site inspections; performed by the Safety Director, Safety Supervisors and/or the Safety Consultant. Each location will perform at least one job site inspection each week. Inspections shall be made to identify and evaluate hazards:
 1. when this program is first established,
 2. whenever new substances, processes, procedures or equipment are introduced to the workplace that represent a new occupational safety and health hazard, and
 3. whenever we are made aware of a new or previously unrecognized hazard.

IDENTIFYING AND EVALUATING WORKPLACE HAZARDS – Example 2

The goal of this IIPP is to identify and evaluate unsafe work conditions so that accidents, injuries, and job related illnesses are minimized, if not completely eliminated. To this end, our company has instituted the procedures described in this section of the IIPP.

The principal approach to reducing accidents at our company is through periodic scheduling and unscheduled inspections. Inspections will be conducted as follows:

Vehicle Inspections- Supervisors shall inspect each of his/her team member's vehicles every other month.

Equipment Inspection- Supervisors shall inspect each of his/her team member's equipment every other month.

Inspections will be conducted at the following intervals, in addition to those time mentioned above:

At the effective date of this program;

Whenever new substances, processes, procedures, or equipment are introduced to the workplace that represents a new occupational safety and health hazard;

Whenever our company is made aware of a new or previously unrecognized hazard.

The following approaches will be used periodically to further evaluate the workplace.

Checklists for both vehicle and equipment during scheduled and unscheduled inspections;

Records Review, including workers' compensation summaries, accident reports; injury reports;

Other means of evaluating (e.g., review of comments, suggestions from employees, safety meetings).