



Regional District of Mount Waddington

REGIONAL DISTRICT OF MOUNT WADDINGTON HAZARD ASSESSMENT FORM									
DEPARTMENT/CREW: Arena					DATE: March 23, 2020				
EMPLOYEES INVOLVED:					G. Little	D. Vanlerberg	G. Oppen	S. Marshall	
JOB:	HAZARD RATING:				RECCOMENDATION:			PERSON RESPONSIBLE:	TARGET COMPLETION DATE:
COVID-19 Prevention	S	P	E	T					
IDENTIFIED HAZARDS:	S	P	E	T					
Bathroom Visits	1	1	1	3	Each Staff Assigned their own bathroom. Contractors assigned their own			All Staff	March 24, 2020
Dealing with Public	1	1	1	3	Doors locked, appointment by phone or email. Keep 6-feet separation			All Staff	March 24, 2020
Dealing with Contractors	1	1	1	3	Keep 6-foot distance. Communicate by text. Only Gerry to deal with			Gerry, All Staff note	March 24, 2020
Cleaning Hard Surfaces	1	1	1	3	Place disinfectant in strategic places and use as need to clean surfaces. PPE - Gloves			All Staff	March 20, 2020
Tools and Equipment	1	1	1	3	Clean tools and equipment after each use. Include office equipment. PPE - Gloves			All Staff	March 24, 2020
Zamboni and Equipment Operation	1	1	1	3	Wash touch Points. Steering Wheel and Blade Adjust			Gerry/Dave	March 24, 2020
Personal Hygiene	1	1	1	3	Wash hands every 20 minutes. Avoid touching face			All Staff	March 24, 2020
Keeping PPE/Cleaning Supplies stocked	1	1	1	3				Gerry	March 24, 2020
These are considered Low Priority as our job site consist of 3 staff members. Contractors consists of 1-2 individuals									

Notes:

- **SEVERITY** – Depending on how serious the outcome if something went wrong – rate 1, 2 or 3 (3 being worst)
- **PROBABILITY** – how likely is it that something will go wrong – rate 1, 2 or 3 (3 being most likely)
- **FREQUENCY OF EXPOSURE** – how many people, how often exposed, rate 1, 2, or 3 (3 being most often or lots of people)
- **TOTAL** – total the previous 3 columns: 3-4 is LOW Priority 5-6 is MEDIUM priority 7-9 is HIGH Priority
- **Address HIGH priority hazards first, then MEDIUM priority hazards. LOW priority hazards may not require attention at this time; they may simply require monitoring.**
- Review the controls in place and consider what should be added. Try engineering controls (guards, screens, mufflers, ventilation, etc.) before relying on things like administrative controls, warning signs, pylons, reminder notes, masks, gloves, etc.
- Determine how quickly the recommended controls should/can be put in place (remember to set reasonable goals) and who is responsible to ensure it gets done

Risk assessment completed by Gerry Little, Arena Manager. Arena Employees have been consulted in the making of this document and best practices for the safety of the public and employees