

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:

The material in this document is provided for informational purposes only and not as a comprehensive or exhaustive resource on this topic. This material has been compiled from a multitude of sources believed to be accurate; however, Caterpillar Inc. assumes no responsibility for the accuracy or currency of this information and encourages you to consult experts in this area for more information. In no event does the content of this document supersede any applicable local, state or federal statutes or regulations.

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.