

Alaska District Employee Activity Hazard Analysis Briefing

Prepared by the Alaska District Safety and
Occupational Health Office
Phone (907) 753-2705/2896/5712
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US Army Corps of Engineers
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Building and Preserving Alaska's Future



Activity Hazard Analysis (AHA)

- **AHAs:**

- ▶ Risk Assessment Tool
- ▶ Defines the Activity or Work to be Performed
- ▶ Identifies Hazards
- ▶ Establishes Controls to Reduce the Hazard to an Acceptable Risk Level
- ▶ Living Document
 - Changes with Site Conditions or Operations
 - Changes of competent/qualified personnel



Contractor Required – AHA (New Format)

Activity Hazard Analysis (AHA)

Activity/Work Task:	Overall Risk Assessment Code (RAC) (Use highest code)					None
Project Location:	Risk Assessment Code (RAC) Matrix					
Contract Number:	Severity	Probability				
Date Prepared:		Frequent	Likely	Occasional	Seldom	Unlikely
Prepared by (Name/Title):	Catastrophic	E	E	H	H	M
	Critical	E	H	H	M	L
Reviewed by (Name/Title):	Marginal	H	M	M	L	L
	Negligible	M	L	L	L	L
Notes: (Field Notes, Review Comments, etc.)	Step 1: Review each "Hazard" with identified safety "Controls" and determine RAC (See above)					
	"Probability" is the likelihood to cause an incident, near miss, or accident and identified as: Frequent, Likely, Occasional, Seldom or Unlikely.				RAC Chart	
	"Severity" is the outcome/degree if an incident, near miss, or accident did occur and identified as: Catastrophic, Critical, Marginal, or Negligible				E = Extremely High Risk	
	Step 2: Identify the RAC (Probability/Severity) as E, H, M, or L for each "Hazard" on AHA. Annotate the overall highest RAC at the top of AHA.				H = High Risk	
		M = Moderate Risk		L = Low Risk		
Job Steps	Hazards	Controls				RAC
Equipment to be Used	Training Requirements/Competent or Qualified Personnel name(s)	Inspection Requirements				



Contractor Required - AHA

- **COE EM 385-1-1, para 01.A.13.a:** AHAs shall define the activities being performed and identify the work sequences, the specific anticipated hazards, site conditions, equipment, materials and the control measures to be implemented to eliminate or reduce each hazard to an acceptable level of risk.
- **COE EM 385-1-1, para 01.A.13.b:** Work will not begin until the AHA for the work activity has been accepted by the Government Designated Authority (GDA) and discussed with all engaged in the activity, including the Contractor, subcontractor(s), and Government on-site representative at preparatory and initial control phase meetings.
- **COE EM 385-1-1, para 01.A.13.c:** Identify the names of the Competent/Qualified person(s) required for a particular activity as specified by OSHA and EM 385-1-1. (i.e., Excavation, Fall Protection, Scaffolding, etc.)
- **COE EM 385-1-1, para 01.A.13.d:** AHAs shall be reviewed and modified as necessary to address changing site conditions, operations, or change of competent/qualified personnel. ****Living document****



How to Develop Site Specific AHAs

Six Step Process

■ **Step 1:**

▶ Identify: **Definable Features of Work**

- Reference

- ▶ Contractor Quality Control Plan

- ▶ Contractor Project Schedule

- Subcontractors and suppliers working on the project shall also contribute in developing an accurate “Project Schedule”.

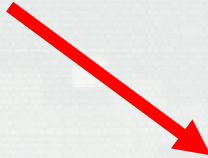
▶ Within each “Definable Features of Work” there may be other sub-phases of work required to complete the “Definable Features of Work” such as:

- Set-up/Demobilization of office trailers
- Staging of construction materials
- Demolition of walls, HVAC systems, etc.
- Asbestos/Lead abatement activities



Definable Features of Work

Examples of “Definable Features of Work” from start to finish

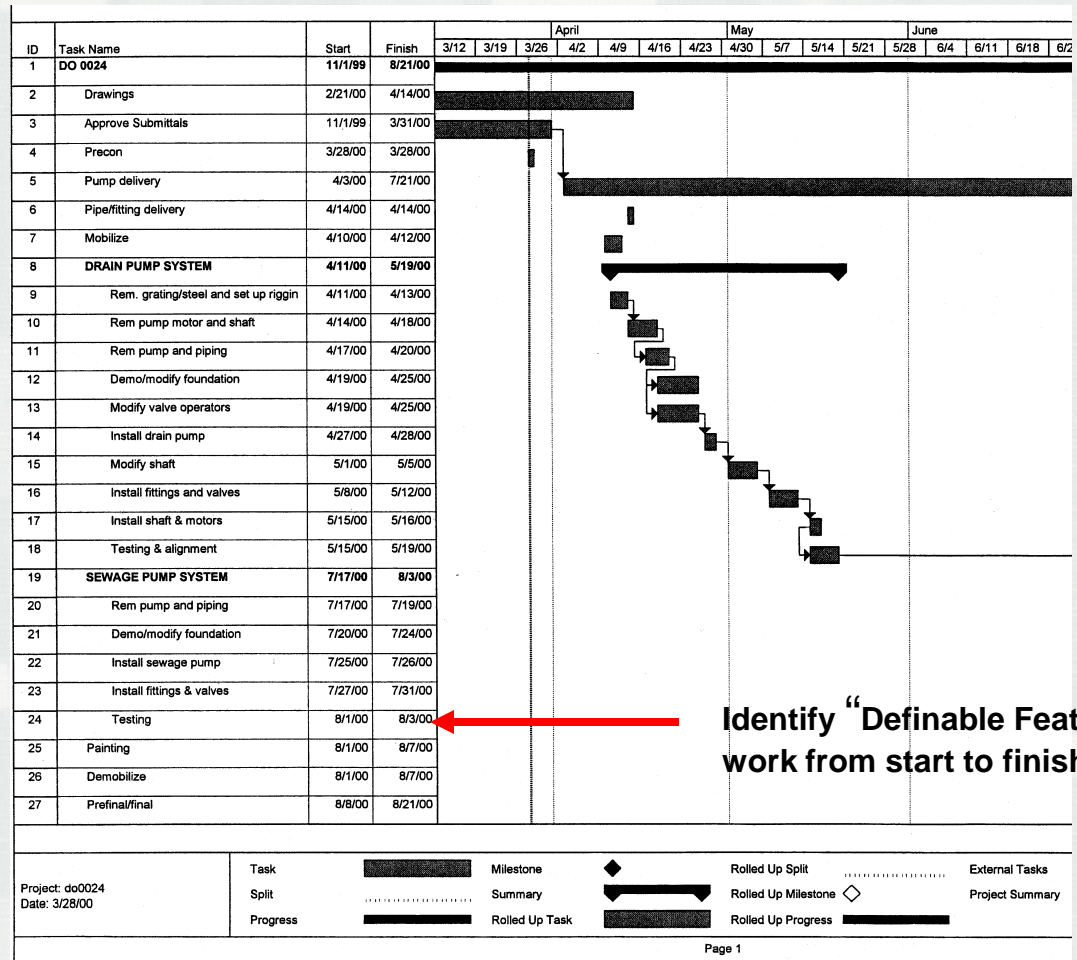


Within each “Definable Features of Work” there may be other sub-phases of work to complete the “Definable Features of Work”

Example: Mobilization

Sub-phases:

- Placement of project field office
- Utilities tie-in
- Erection of project fencing
- Establishing lay-down areas
- Environmental controls
- Erection of USACE project sign
- Etc.



Identify “Definable Features” of work from start to finish



Definable Features of Work

List “Definable Features of Work” and sub-phases of work on AHAs under “Job Steps:

Example:

Mobilization;

Placement of project field office

Utilities tie-in

Erection of project fencing

Establishing lay-down areas

Environmental controls

Erection of USACE project sign



Activity Hazard Analysis (AHA)							
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Notes: (Field Notes, Review Comments, etc.)		Marginal	H	M	M	L	L
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Job Steps		Hazards		Controls		RAC	
Equipment to be Used		Training Requirements/Competent or Qualified Personnel name(s)		Inspection Requirements			



Hazards

■ Step 2:

- ▶ Identify: Recognized or anticipated hazards for each definable and/or sub-phases of work.

- **Ask yourself the following to help identify hazards (not all inclusive):**

- ▷ Is there a danger of the employee being struck by something (falling objects, moving equipment, etc.) from above, side, behind or in front?
- ▷ Can the employee slip, trip or fall?
- ▷ Can the employee be caught in or between objects, machinery, collapsing walls, confined space, etc.?
- ▷ Strains or sprains?
- ▷ Electrical shock?
- ▷ Can the employee fall from same or different levels?
- ▷ Can employee or equipment come into contact with overhead lines or underground utilities?
- ▷ Can employee be exposed to hazardous environments or chemicals?

- **Utilize past experiences, Lessons Learned, After Action Reports, Accident Trends, common sense, etc. to help identify hazards**

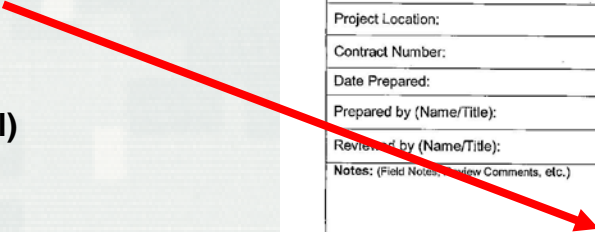


Hazards

List “Hazards” on the AHAs under “Hazards”

Examples of Hazards (not all inclusive):

- Struck By
- Struck by Falling Object
- Struck Against
- Fall on Same Level
- Fall on Different Level
- Slipped / Tripped (No fall)
- Punctured By
- Laceration
- Caught On
- Caught By
- Caught Between
- Lifted, Strained by (Single Action)
- Contacted by (Object was moving)
- Electrical Shock
- Impalement
- Drowning
- Oxygen Deficient Atmosphere
- Exposed To
- Stung By
- Equipment Failure
- Equipment Rollover
- Fire
- Cave-In



Activity Hazard Analysis (AHA)

Activity/Work Task:		Overall Risk Assessment Code (RAC) (Use highest code)				None	
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Contract Number:		Severity	Probability				
Date Prepared:			Frequent	Likely	Occasional	Seldom	Unlikely
Prepared by (Name/Title):		Catastrophic	E	E	H	H	M
Reviewed by (Name/Title):		Critical	E	H	H	M	L
Notes: (Field Notes, Review Comments, etc.)		Marginal	H	M	M	L	L
		Negligible	M	L	L	L	L
		Step 1: Review each "Hazard" with identified safety "Controls" and determine RAC (See above)					
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		"Severity" is the outcome/degree if an incident, near miss, or accident did occur and identified as: Catastrophic, Critical, Marginal, or Negligible.				E = Extremely High Risk	
		Step 2: Identify the RAC (Probability/Severity) as E, H, M, or L for each "Hazard" on AHA. Annotate the overall highest RAC at the top of AHA.				H = High Risk	
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Job Steps	Hazards	Controls				RAC	
Equipment to be Used		Training Requirements/Competent or Qualified Personnel name(s)			Inspection Requirements		



Controls

■ Step 3:

- ▶ Identify: Site specific control measures to eliminate or reduce each hazard to an acceptable risk level
 - Ask yourself the following (not all inclusive):
 - ▷ How can the working condition or process be changed?
 - ▷ Can the hazard be eliminated with engineering controls?
 - ▷ What type of PPE can we use?
 - ▷ Can the hazard be eliminated with administrative controls?
 - ▷ What can the employee do to prevent an accident or eliminate the hazard?
- ▶ Utilize past experiences, Lessons Learned, After Action Reports, Accident Trends, common sense, etc. to help formulate control measures.
- ▶ GOAL: Reduce Each Hazard to Acceptable Risk Level



Competent/Qualified Personnel

■ Step 4:

- ▶ Identify: Names of the Competent or Qualified Personnel required for the activity or job step
 - Reference
 - ▷ EM 385-1-1
 - ▷ OSHA
 - Proof of competency/qualification shall be submitted to the GDA for acceptance prior to start of work
 - Attach competency/qualification documentation to AHA
 - Examples of Competent/Qualified Personnel
 - ▷ Excavation
 - ▷ Scaffolding
 - ▷ First Aid/CPR
 - ▷ Electrical
 - ▷ Confined Space



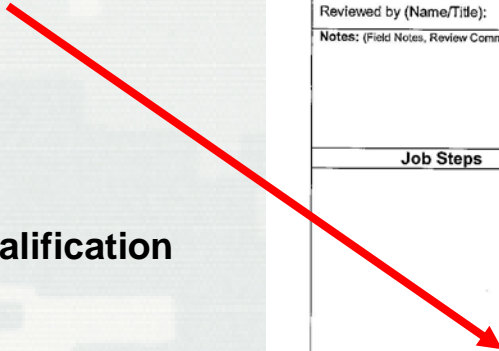
Competent/Qualified Personnel

- Names of the Competent and/or Qualified Personnel required for the activity or job step

- Reference

EM 385-1-1
OSHA

- Attach competency/qualification documentation to AHA



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Equipment to be Used	Training Requirements/Competent or Qualified Personnel name(s)	Inspection Requirements													



Risk Assessment Code (RAC)

■ Step 5:

- ▶ Identify: Risk Assessment Code (RAC)
- ▶ Review each “Hazard” for “**Probability**” and “**Severity**” per Risk Assessment Code Matrix chart
 - **Probability:** Likelihood of the hazard to cause an incident, near miss, or accident
 - ▷ Frequent - Occurs very often, known to happen regularly
 - ▷ Likely - Occurs several times, a common occurrence
 - ▷ Occasional - Occurs sporadically, but is not uncommon
 - ▷ Seldom - Remotely possible, could occur at some time
 - ▷ Unlikely - Can assume will not occur, but not impossible



Risk Assessment Code (RAC)

■ Step 5 con't:

- **Severity:** Outcome/degree of the incident, near miss, or accident
 - ▷ Catastrophic - Death or permanent total disability; Major property damage
 - ▷ Critical - Permanent partial disability or temporary total disability; Extensive damage to equipment or systems
 - ▷ Marginal - Lost workdays due to injury or illness; Minor damage to equipment or systems, property, or the environment
 - ▷ Negligible - First aid or minor medical treatment; Slight equipment or system damage, but fully functional or serviceable; Little or no property or environmental damage



Risk Assessment Code (RAC)

■ Step 5 con't:

- ▶ Ask yourself: How often (**probability**) will this hazard result in an incident, near miss, or accident?
 - For Example:
 - ▷ Employee falling from roof or elevated heights (Hazard)
 - ▷ Probability: Occasional
- ▶ Ask yourself: What will be the outcome or degree (**severity**) of injury or property damage if the incident, near miss, or accident did occur on site?
 - For Example:
 - ▷ Broken arm or leg with lost time (outcome or degree)
 - ▷ Severity: Marginal
- ▶ Review “Risk Assessment Code (RAC) Matrix” chart to determine Risk Assessment Code (RAC) as E, H, M, or L
- ▶ RAC: M (Moderate Risk)



Risk Assessment Code (RAC)

Activity Hazard Analysis (AHA)

Overall Risk Assessment Code (RAC) (Use highest code)		None				
Risk Assessment Code (RAC) Matrix						
Severity	Probability					
	Frequent	Likely	Occasional	Seldom	Unlikely	
Catastrophic	E	E	H	H	M	
Critical	E	H	H	M	L	
Marginal	H	M	M	L	L	
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Step 1: Review each "Hazard" with identified safety "Controls" and determine RAC (See above)						
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Severity: Marginal if an incident, near miss, or accident did occur, Critical, Marginal, or Negligible Probability/Severity) as E, H, M, or L for each hazard on AHA. Annotate the overall highest RAC at the top of AHA.			E = Extremely High Risk			
			H = High Risk			
			M = Moderate Risk			
				L = Low Risk		
Hazards	Controls				RAC	
					M	

Probability: Occasional

Risk Assessment Code (RAC)

- Moderate Risk (M)
- Identify (M) as RAC for the hazard on AHA
- Repeat RAC process for each hazard



Risk Assessment Code (RAC)

■ Step 5 con't

- ▶ RACs that are **E (Extremely High Risk)** or **H (High Risk)** after safety controls
 - Contact QA, PE, or RE to include CEPOA-SO for assistance
 - Potential E or H activities or job steps
 - ▷ Contractor diving operations
 - ▷ Entry into Permit Required Confined Spaces
 - ▷ Hot Work on or around fuel systems
 - ▷ Critical lift crane ops
 - Review and approval from Construction Chief, AE, E&C Chief, PPMD Chief, AE, SO Chief, DD, or DE (when necessary)



Risk Assessment Code (RAC)

Job Steps	Hazards	Controls	RAC
<p>Mechanical Works</p> <p>Installation of new 200 ton HVAC cooling tower</p>	<p>Loss of load during crane lift</p>	<p>Develop critical lift plan IAW EM 385-1-1, para 16.H.</p> <p>Submit critical lift plan to GDA for acceptance and review plan with all involved before the lift.</p> <p>Inspect rigging.</p> <p>Detail rigging plan.</p> <p>Verify wind speed prior to lift.</p> <p>Inspect crane prior to use.</p> <p>Load test crane.</p>	<p>H</p>

RACs classified as (H) or (E) after identifying safety controls may require additional review and acceptance from Field Office, SO, or Command group leaders. Seek guidance or instruction from GDA before start of work.



Equipment, Training, and Inspection

■ Step 6:

▶ Identify: Equipment to be Used, Training Requirements, and Inspection Requirements

- Reference:
 - ▷ EM 385-1-1
 - ▷ OSHA 29 CFR 1926
 - ▷ Manufacturer Instructions/Recommendations (Operator Manual)
 - ▷ Industry Practices
- Utilize past experiences, Lessons Learned, After Action Reports, Accident Trends, common sense, etc.
- Communicate with subcontractors, suppliers, etc.



Equipment, Training, and Inspection

Equipment to be Used	Training Requirements	Inspection Requirements
Excavator Generator Scaffolding (Frame or Tube Clamp?) Full body Harness with Lanyard Portable Toilets 5 Ma GFCI Power Cord Sets Crane First Aid Kit Safety Shoes Safety Glasses Hardhat Respiratory Protection	30 Hour OSHA Construction Safety Indoctrination Training First Aid/CPR Fall Protection Daily Tool Box Meetings (Alaska) Weekly/Monthly Safety Training Respirator Emergency Response Procedures Fire Extinguisher Qualified Crane Operator Qualified Heavy Equipment Operator Qualified Electricians Qualified Scaffold Erectors	SSHO/QC Daily Site Inspections Scaffolding Shoring Systems for Excavation Monthly First Aid Kits Fall Protection PPE and Anchors All Heavy Equipment Power Cord Sets (Daily) GFCIs (at least Monthly) Grounding (Monthly) First Aid Kits (Monthly) Fire Extinguishers (Monthly)



Conclusion

- Construction work is inherently dangerous.
- AHAs are a risk management tool to help identify hazards or risks and formulate controls to reduce the hazard to an acceptable risk level.
- Communicate with subcontractors, suppliers, USACE field office personnel, etc. when developing AHAs.
- AHAs shall be reviewed and modified as necessary to address changing site conditions, operations, or changes of competent/qualified personnel.
- Contact POA Safety Office for assistance.
- Safety requires a TEAM EFFORT!

