

Formal Hazard Assessments (FHA)

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DOCUMENT CONTROL ID:	CRITI	CAL TASK NUMBER: JHA 001
REVISION DATE:		REVISION #:
July 9, 2022		1
OWNER:		
Paragon Ventilation	Ltd.	

Unloading Truck

Job/Task/Process									
FACILITY/CLIENT LOCATION:			FACILITY PROCESS AREA/CLIENT PROJECT	Т:		PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A
Paragon Ventilation									
SCOPE OF WORK:								DURATION OF PROJECT/TASK:	
Unloading delivery true	cks at works	ites							
JHA LED BY (Print Name):		TITLE:			ORIGINA	AL JHA DATE:		REVSION DATE: July 9, 2022	
Lance Stadnyk/Tim Hill	lier	Field	Foreman/ Contract Safety	Advisor	May	16, 2018			
JHA REVIEWED BY (Print Name):		TITLE:		APPROVED BY:				TITLE:	
Bryan Eigner		H&S	rep.		Robin	n Martin/Bryan Eigner		Field Operations Manager/H	&S rep.
								1	
Personal Protective Eq	uipment (PP	E)							
	☑ Hard Hat			☐ DOT Appro	ved Helm	et			
Head	☐ Side Impact Hard Hat		Lock-On-Lif			Oth	er:		
			☐ Face Shield						
Eves/Face/Neck	Eyes/Face/Neck Goggles – Chemical			☐ Welding Helmet			☐ Oth	☐ Other:	
		☐ Balaclava (F	FR)		_				
	☐ Dust Mask			☐ PAPR/ Cart	/ Cartridge Type:				
Respiratory	☐ Half Face Re	espirator	/Cartridge Type:	□SABA				☐ Lock-On-Life Support Helmet ☐ Other:	
	☐ Full Face AP	Respirat	tor/Cartridge Type:	☐ SCBA				er:	
- 40	☐ Ear Plug			☐ Double (Co	mbinatio	n Ear Plugs & Ear Muffs)			
Ears/Hearing	☐ Ear Muff :			Other		,			
	☐ Cotton Glov	es		☐ Nitrile			□ Cho	minal	
Hands/Arms	☐ Leather Glo			☐ Anti-vibration			☐ Chemical ☐ Wristlets/Type:		
	□ Puncture/Cu □ PVC	ut Resista	ant	I I Impact Protection			_	Other:	
	_			☐ Heat Reflec	tive Suit				
Aprop		☐ Foul Weather Gear			_	☐ FR Rain Suit ☐ Chemical Protective Clothing/Type:			
Body Life Jacket/Vest		Cool Vest				Tyvek/Type:			
	☐ High Visibili	ty Vest		☐ Kevlar Cut I	Resistant	Suits			
Feet	☑ Safety Boots	s – Leath	er or Rubber	☐ Traction Aid	ds		Oth	er:	
Note	All of the ab	ove sel	<mark>lections are potential requirem</mark>	nents. PPE is t	ask, we	ather and substance specif	<mark>c.</mark>		
Note	Select the a	ppropr	iate PPE based on SWP's and M	ΛSDS'.					



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:
	JHA 001
REVISION DATE:	REVISION #:
July 9, 2022	1
OWNER:	
Paragon Ventilation	I +d

Unloading Truck

	High Risk	Unacceptable, Will Reduce Risk, Action Required							
	Medium Risk	Undesirable, Take Risk Reduc	Undesirable, Take Risk Reduction Measures, Action Required						
	Low Risk	Acceptable, Reduce As Practi	Acceptable, Reduce As Practical, No Further Action Required						
Correction		Probability							
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable				
1) Catastrophic	1	2	3	4	5				
2) Critical	2	4	6	8	10				
3) Moderate	3	6	9	12	15				
4) Minor	4	8	12	16	20				
5) Marginal	5	10	15	20	25				

Decision Making Flow Chart – Where the final risk falls in one of these categories, this Decision Making Flow Chart WILL be met prior to work start.

Risk of injury approved by HSSE Manager in conjunction with General Manager. Risk of Business Loss/Equipment Damage approved by Site Supervisor. Risk of injury, Business Loss/Equipment Damage approved by General Manager.

Managed at Field Level

Three Year (Cvcle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

Potential Consequences (For any incident or potential incident check all effects)									
Severity	Injury/Illness	Environmental Impact							
Catastrophic	Fatality	> 200,000	Long Term Effects (reportable)						
Critical	Permanent Impairment - serious illness	100,000 – 200,000	Medium Term Effect						
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	50,000 - 100,000	Short Term Effect						
Minor	Minor Injury First Aid	< 50,000	Minimal Impact						



DOCUMENT CONTROL ID:	CRIT	ICAL TASK NUMBER:
		JHA 001
REVISION DATE:		REVISION #:
July 9, 2022		1
OWNER:		
Paragon Ventilation	Ltd	1

Unloading Truck

Deta	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E - Engineering A - Administration P - Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1.	Clear Area for delivery truck	 Other workers in area Material or equipment in area Uneven ground 	9	S	EA	 Communicate to workers there will be a delivery Clear out equipment and unnecessary workers in area Use the most flat and level area to unload material 	15
2.	Position Spotter and back up truck	 No communication between driver and spotter No visible contact between driver and spotter Uneven ground 	9	S	EA	 Ensure there is communication between driver and spotter (Driver stops if communication is lost) Ensure visible contact between driver and spotter (Driver stops if visible contact is lost) Pre task meeting between all parties 	15
3.	Unload material either by hand or equipment	 Back Strains Tripping while carrying material Improper lifting with equipment Dropped loads Workers and other equipment in area 	6	S	EA	 Use proper lifting techniques (Ergonomics SWP and Material Lifting SWP) Use mechanical aid when possible/practical 2 person carry for heavier loads Confirm travel path is clear Keep a line of site when carrying material Ensure lifting techniques follow Paragon Ventilation-Mechanical Lifting SWP Communicate hazards to others in area 	12
4.	Clear area for truck to leave, and truck pulls away	Other workers and equipment not aware the truck is going to be moving	6	S	EA	 Communicate to other workers and equipment operators that delivery truck will be moving out of area. Use a Spotter if Truck needs to back up, or will be near other active equipment. 	15



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REVISION DATE:	REVISION #:
July 9, 2022	1
OWNER:	
Paragon Ventilation	Ltd.

Unloading Truck

Detailed Instruction	(s)						
Basic S List steps required	•	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix

Middle Management			Front Line Management			HSE Representative		
NAME (Print)	SIGNATURE	DATE	NAME (Print) SIGNATURE DATE			NAME (Print)	SIGNATURE	DATE

Job Hazard Analysis Review (Work Team Reviews and Sign-Off)									
NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE				
1.			13.						
2.			14.						
3.			15.						
4.			16.						
5.			17						
6.			18.						
7.			19.						
8.			20.						
9.			21.						
10.			22.						
11.			23.						
12.			24.						



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA 002
REVISION DATE:	REVISION #:
July 9, 2022	1
OWNER:	
Paragon Ventilation	Ltd.

Using Equipment to Move Material

Job/Task/Process									
FACILITY/CLIENT LOCATION:		FACILITY PROCESS AREA/CLIENT	FACILITY PROCESS AREA/CLIENT PROJECT:			JOB CODE /PERMIT #:	⊠ N/A		
Paragon Ventilation Lt	d.								
SCOPE OF WORK:		1				DURATION OF PROJECT/TASK:			
Using forklifts and zoo	m booms to	move material at work site							
JHA LED BY (Print Name):		TITLE:		ORIGINAL JHA DATE:		REVSION DATE: July 9, 2022			
Lance Stadnyk/Tim Hil	lier	Field Foreman/ Contract S	afety Advisor	May 16, 2018					
JHA REVIEWED BY (Print Name):		TITLE:		APPROVED BY:		TITLE:			
Bryan Eigner		H&S rep.		Robin Martin/Bryan Eigne	r	Field Operations Manager/H&S re			
Personal Protective Eq	uipment (PP	PE)							
Used			☐ DOT Appr	oved Helmet					
неаа	☐ Side Impact	t Hard Hat	☐ Lock-On-L	ife Support Helmet	∐ Otne	Other:			
	⊠ Safety Glas:	ses	☐ Face Shie	ld					
Eyes/Face/Neck Goggles – Chemical Goggles – Dust		Chemical	☐ Welding F	Helmet	☐ Othe	er:			
Eyes/Face/Neck Respiratory	☐ Goggles – D	Oust	☐ Balaclava	(FR)					
		rtridge Type:	□Lock	☐ Lock-On-Life Support Helmet					
Respiratory	spiratory ☐ Half Face Respirator/Cartridge Type: ☐ SABA			☐ Othe					
	☐ Full Face AP	P Respirator/Cartridge Type:	☐ SCBA						
Ears/Hearing	☐ Ear Plug		☐ Double (C	ombination Ear Plugs & Ear Muffs)					
Ears/ Hearing	☐ Ear Muff :		☐ Other						
	I —		☐ Nitrile		☐ Cher	mical			
SCOPE OF WORK: Using forklifts and zoom booms to move material at work site JHA LED BY (Print Name): Lance Stadnyk/Tim Hillier Field Foreman/ Contract Safety Advisor May 16, 2018 JHA REVIEWED BY (Print Name): Bryan Eigner TITLE: H&S rep. APPROVED BY: Robin Martin/Bryan E Personal Protective Equipment (PPE) Head Side Impact Hard Hat Side Impact Hard Hat Side Impact Hard Hat Safety Glasses Goggles - Chemical Goggles - Dust Balaclava (FR) PAPR/ Cartridge Type: SABA Full Face Respirator/Cartridge Type: SCBA Ears/Hearing Britan Advisor May 16, 2018 May 16,			stlets/Type:						
				otection	☐ Othe	Other:			
	_	ant Coveralls/Uniform			□ FR R	Rain Suit			
Body						mical Protective Clothing/Type:			
•			_		☐ Tyve	Tyvek/Type:			
Feet	□ Safety Boot	ts – Leather or Rubber	☐ Traction A	Aids	☐ Othe	er:			
	l								
Note				task, weather and substance sp	ecitic.				
	Select the a	ppropriate PPE based on SWP's	and MSDS'.						



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:
	JHA 002
REVISION DATE:	REVISION #:
July 9, 2022	1
OWNER:	
Paragon Ventilation	Ltd.

Using Equipment to Move Material

	High Risk	Unacceptable, Will Reduce	Risk, Action Required						
	Medium Risk Undesirable, Take Risk Reduction Measures, Action Required								
	Low Risk	Acceptable, Reduce As Prac	cceptable, Reduce As Practical, No Further Action Required						
Consolitor		Probability							
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable				
1) Catastrophic	1	2	3	4	5				
2) Critical	2	4	6	8	10				
3) Moderate	3	6	9	12	15				
4) Minor	4	8	12	16	20				
5) Marginal	5	10	15	20	25				

Risk of injury approved by HSSE Manager in conjunction with General Manager. Risk of Business **Loss/Equipment Damage approved** by Site Supervisor.

Risk of injury, Business Loss/Equipment Damage approved by General Manager.

Managed at Field Level

Three Year (Cvcle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

Potential Consequences (For any incident or potential incident check all effects)									
Severity	Injury/Illness	Financial	Environmental Impact						
Catastrophic	Fatality	> 200,000	Long Term Effects (reportable)						
Critical	Permanent Impairment - serious illness	100,000 – 200,000	Medium Term Effect						
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	50,000 - 100,000	Short Term Effect						
Minor	Minor Injury First Aid	< 50,000	Minimal Impact						



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:
	JHA 002
REVISION DATE:	REVISION #:
July 9, 2022	1
OWNER:	
Paragon Ventilation	Ltd.

Using Equipment to Move Material

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1.	Pre-Check equipment for use	 Un-satisfactory condition of equipment Fluid levels, brakes, and hoses not in working condition Operator competency 	12	S	Α	 Use company equipment checklist to completely inspect equipment Confirm operator is competent to use equipment. (Competency = Qualified, Trained and Experienced) 	15
2.	Position load and equipment	Worker in area Loose or un-even load	12	S	E/A	Communicate hazards to all workers in area Tie down and secure load	15
3.	Pick up load	Un-even loadUn-even groundLoad to heavy	6	S	E/A	 Tie down and secure load Ensure equipment is capable of lifting load Check ground conditions 	15
4.	Move to desired location	Workers and equipment in area Obstructed travel path	6	S	E/A	 Communicate to all workers in area Clear travel path prior to moving equipment. 	15
5.	Place load	Workers and equipment in area	6	S	E/A	 Communicate hazards to all workers in area Use a barricade system to keep workers and equipment out of area 	15
6.	Move equipment out of area	Congested work area	12	S	E/A	Use a spotter and maintain communication	15



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:
	JHA 002
REVISION DATE:	REVISION #:
July 9, 2022	1
OWNER:	
Paragon Ventilation	Itd.

Using Equipment to Move Material

Middle Management Front Line				nt Line M	Line Management HSE Representative			re			
NAME (Print)	SIGNATURE	DATE	NAME (Prin			RE	DATE	NAME (Print)	SIGNATURE	D	DATE
Job Hazard Analysi	Job Hazard Analysis Review (Work Team Reviews and Sign-Off)										
NAME (Print	:)	SIGNATURE		DATE		NAM	IE (Print)	SIGNAT	URE	D	DATE
1.						13.					
2.						14.					



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:			
		FHA 003		
REVISION DATE:		REVISION #:		
July 9, 2022		1		
OWNER:				
Paragon Ventilation Ltd.				

Assemble Ductwork

Job/Task/Process									
FACILITY/CLIENT LOCATION:	_		FACILITY PROCESS AREA/CLIENT PROJECT:	1		PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A
Paragon Ventilation Ltd	d.								
SCOPE OF WORK:		•-						DURATION OF PROJECT/TASK:	
Assemble ductwork on	various jobs	ites							
FHA LED BY (Print Name):		TITLE:			ORIGINA	L FHA DATE:		REVSION DATE: July 9, 2022	
Lance Stadnyk/Tim Hill	ier	Field	Foreman/ Contract Safety A	Advisor	May:	16, 2018			
FHA REVIEWED BY (Print Name):		TITLE:			APPROV	== = : :		TITLE:	
Bryan Eigner		H&S	rep		Robir	Martin/Bryan Eigner		Field Operations Manager/H	&S rep
		_,							
Personal Protective Eq	uipment (PPI	Ξ)							
Head	☑ Hard Hat			☐ DOT Appro			☐ Othe	or:	
пеаи	☐ Side Impact	Hard Hat	t	Lock-On-Lif	e Support	Helmet		.ner.	
	Safety Glasse	es		□ Face Shield					
Eyes/Face/Neck	☐ Goggles – Ch				<u> </u>		☐ Othe	ther:	
	☐ Goggles – Du	ust		☐ Balaclava (FR)					
	☐ Dust Mask			☐ PAPR/ Cartridge Type:		☐ Lock-On-Life Support Helmet			
Respiratory	Half Face Re		·	SABA			Other:		
	☐ Full Face AP	Respirato	or/Cartridge Type:	☐ SCBA					
Ears/Hearing	Ear Plug			☐ Double (Combination Ear Plugs & Ear Muffs)					
Larsyricaring	☐ Ear Muff :			Other					
	Cotton Glove			Nitrile			☐ Chei	mical	
Hands/Arms	☐ Leather Glov ☐ Puncture/Cu		nt	☐ Anti-vibration ☐ Impact Protection			☐ Wris	stlets/Type:	
	□ PVC	it Nesista		☐ Thermal	lection		☐ Othe	er:	
	☐ Fire Retarda	nt Covera	alls/Uniform	☐ Heat Reflective Suit		□ FR R	Rain Suit		
Body Apron		☐ Foul Weather Gear		☐ Chemical Protective Clothing/Type:					
☐ Life Jacket/Vest ☐ Cool Vest☐ Weylar Cut Resistant Suits		Suits	☐ Tyve	ek/Type:					
	<u></u>	,							
Feet		Safety Boots – Leather or Rubber							
Note			ections are potential requirement		ask, we	ather and substance specific.			
	Select the ap	propri	ate PPE based on SWP's and SD	os Sheets.					



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 003		
REVISION DATE:	REVISION #:		
July 9, 2022	1		
OWNER:			
Paragon Ventilation Ltd.			

Assemble Ductwork

	High Risk Unacceptable, Will Reduce Risk, Action Required					
	Medium Risk	Risk Undesirable, Take Risk Reduction Measures, Action Required				
	Low Risk	Acceptable, Reduce As Prac	tical, No Further Action Require	ed		
Coverity			Probability			
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable	
1) Catastrophic						
2) Critical						
3) Moderate						
4) Minor						
5) Marginal						
Decision Making Flow	v Chart – Where the final risk	falls in one of these categories	, this Decision Making Flow Cha	rt WILL be met prior to wor	k start.	
Risk of injury approved by HSSE Manager in conjunction with General Manager. Risk of Business Loss/Equipment Damage approved by Site Supervisor. Risk of injury, Business Loss/Equipment Damage approved by General Manager. Manager in Conjunction with General Damage approved by General Manager. Managed at Field Level						

Three Year (Cvcle)	Probabilitv
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

Potential Consequences (For any incident or potential incident check all effects)								
Severity	Injury/Illness	Financial	Environmental Impact					
Catastrophic	Fatality	> 200,000	Long Term Effects (reportable)					
Critical	Permanent Impairment - serious illness	100,000 – 200,000	Medium Term Effect					
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	50,000 - 100,000	Short Term Effect					
Minor	Minor Injury First Aid	< 50,000	Minimal Impact					



DOCUMENT CONTROL ID:	CRIT	CRITICAL TASK NUMBER:		
		FHA 003		
REVISION DATE:		REVISION #:		
July 9, 2022		1		
OWNER:				
Paragon Ventilation Ltd.				

Assemble Ductwork

Detailed Instruction (s)								
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix	
1.	Safety check work area	Un-satisfactory condition of tools/equipment	М	S	E/A/P	Use company equipment checklist to completely inspect equipment, Visual inspection of hand tools	L	
2.	Assemble ductwork using hand tools	 Cuts and abrasions to hands, arms, and face Hearing Damage Other workers in area 	М	S	E/A/P	 Communicate hazards to all workers in area Reference SWP for hand tools Use of necessary PPE (cut resistant gloves, goggles and face shields, hearing protection for specific tasks) 	L	
3.	Position in place	 Falling off ladder Improperly using material lifts 	М	S	E/A/P	 Review applicable ladder SWP Tie down and secure load Ensure workers or equipment are capable of lifting load. Check manufacture's specs Check ground conditions Communicate hazards to all workers in area 	L	
4.	Clean up work area	Sharp edges Debris on floor	М	S	A/P	Use of necessary PPE Review Housekeeping SWP		



10.

11.

Formal Hazard Assessment

	DOCUMENT CONTROL ID:	CRIT	FHA 003		
	REVISION DATE:		REVISION #:		
	July 9, 2022		1		
	OWNER:				
Paragon Ventilation Ltd.					

Assemble Ductwork

NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE		
Job Hazard Analy	Job Hazard Analysis Review (Work Team Reviews and Sign-Off)									
NAME (Pri	int)	SIGNATURE	DA	ТЕ	NAME (Print)	SIC	GNATURE	DATE		
1.				13.						
2.				14.						
3.				15.						
4.				16.						
5.				17						
6.				18.						
7.				19.						
8.				20.						
9.				21.						

22.

24.



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 004	
REVISION DATE: Mar. 10,2023		REVISION #: 1
owner: Paragon Ventilation	Ltd.	

Job/Task/Process							
FACILITY/CLIENT LOCATION:		FACILITY PROCESS AREA	/CLIENT PROJECT:	PROJECT DATE:	JOB CODE /PERMIT #: ☑ N/A		
Paragon Ventilation Ltd.							
SCOPE OF WORK:					DURATION OF PROJECT/TASK:		
Installing ductwork							
FHA LED BY (Print Name):		TITLE:	and Cafall Addition	ORIGINAL FHA DATE:	REVSION DATE: March 10, 2023		
Lance Stadnyk/ Tim Hi	iller	Field Foreman/Contra	act Safety Advisor	May 16, 2018			
FHA REVIEWED BY (Print Name):		TITLE:		APPROVED BY:	TITLE:		
Dave Roth		Field Foreman		Robin Martin/ Bryan Ei	gner Field Operations Manager/H&S rep.		
Personal Protective Eq	Personal Protective Equipment (PPE)						
Head	☐ Hard Hat☐ Side Impact F	Hard Hat	☐ DOT Appro	oved Helmet fe Support Helmet	☐ Other:		
Eyes/Face/Neck	□ Safety Glasse □ Goggles – Cha □ Goggles – Du	emical	⊠ Face Shield □ Welding H □ Balaclava (elmet	☐ Other:		
Respiratory		pirator/Cartridge Type: Respirator/Cartridge Type:	☐ PAPR/ Cari ☐ SABA ☐ SCBA	tridge Type:	☐ Lock-On-Life Support Helmet☐ Other:		
Ears/Hearing	☑ Ear Plug ☐ Ear Muff :		☐ Double (Co ☐ Other	ombination Ear Plugs & Ear Muffs)			
Hands/Arms	☐ Cotton Glove☐ Leather Glove☐ Puncture/Cut☐ PVC	es	☐ Nitrile ☐ Anti-vibrat ☐ Impact Pro ☐ Thermal		☐ Chemical ☐ Wristlets/Type: ☐ Other:		
Body	☐ Fire Retardar☐ Apron☐ Life Jacket/Ve☐ Migh Visibility		☐ Heat Refle ☐ Foul Weat ☐ Cool Vest ☐ Kevlar Cut		☐ FR Rain Suit ☐ Chemical Protective Clothing/Type: ☐ Tyvek/Type:		
Feet	☐ Safety Boots	– Leather or Rubber	☐ Traction A	ids	☐ Other:		
Note		ove selections are potent propriate PPE based on S	The state of the s	task, weather and substance	specific.		



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 004			
REVISION DATE:		REVISION #: 1		
Mar. 10,2023				
OWNER:				
Paragon Ventilation				

	High Risk	Unacceptable, Will Reduce Risk, Action Required						
	Medium Risk	Undesirable, Take Risk Reduction Measures, Action Required						
	Low Risk	Acceptable, Reduce As Praction	cal, No Further Action Require	ed				
Committee		Probability						
Severity	1) Frequent	2) Probable 3) Occasional 4) Remote 5) Impro						
1) Catastrophic								
2) Critical								
3) Moderate								
4) Minor								
5) Marginal								
Decision Making Flow	Chart – Where the final risk	falls in one of these categories, t	his Decision Making Flow Char	rt WILL be met prior to wor	k start.			
Manager ir Manager. F	ry approved by HSSE n conjunction with General Risk of Business ment Damage approved		of injury, Business Loss/Equip age approved by General Mai		Managed at Field Leve			

Three Year (Cvcle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
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Potential Consequences (For any incident or potential incident check all effects)							
Severity	Injury/Illness	Financial	Environmental Impact				
Catastrophic	Fatality	> 200,000	Long Term Effects (reportable)				
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Minor	Minor Injury First Aid	< 50,000	Minimal Impact				



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:			
		FHA 004		
REVISION DATE:		REVISION #: 1		
Mar. 10,2023		REVISION W. 2		
OWNER:				
Paragon Ventilation Ltd.				

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E - Engineering A - Administration P - Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1.	Pre-check work area and complete a Site-Specific Hazard assessment	 Un-satisfactory condition of equipment/ tools Other workers in area 	М	S	E/A/P	 Use company equipment checklist to completely inspect equipment, visual inspection of tools Communicate to others as to the hazards associated with the task being performed 	L
2.	Position ladders or material lift	 Falling off ladder Improperly using material lifts Un-even floors or ground 	М	S	E/A/P	 Communicate to all workers Reference SWP's for ladder use and elevated work platform Ensure workers or equipment are capable of lifting load. Check manufacture's specs Use of necessary PPE (cut resistant gloves, goggles and face shields for specific tasks) 	L
3.	Ready ductwork	 Cuts and abrasions to hands, arms, and face. Sharp Edges. Loud Noise. 	М	S	E/A/P	 Communicate hazards to all workers in area. Use of necessary PPE (cut resistant gloves, goggles, and face shields for specific tasks). Wear Hearing Protection. 	L
4.	Install supports	 Overhead hazards Working while arms extended causing fatigue Sharp edges 	М		E/A/P	 Use of necessary PPE (cut resistant gloves, goggles and face shields for specific tasks) Communicate with foreman, stretch/microbreaks. 	L



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 004		
REVISION DATE: Mar. 10,2023		REVISION #: 1	
OWNER:	•		
Paragon Ventilation Ltd.			

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
		 Improper Anchor/Anchor not installed correctly. Falling Debris 				 Follow Manufacturers instruction for anchor usage and installation. When selecting a position to work in, avoid standing directly underneath the anchor being installed, yet close enough to maintain an ergonomically correct position to install the anchor/support. 	
5.	Install ducts	 Overhead hazards Working while arms extended causing fatigue Sharp edges Loud noise Pinch Points Awkward body position 	М		E/A/P	 Use of necessary PPE (cut resistant gloves, goggles, and face shields for specific tasks) Communicate with foreman, stretch/microbreaks. Pre-Plan your installation with all workers involved. Clear work area Follow Safe lifting Techniques. (keep load close to body, lift with knees, avoid bending or twisting with load.) 	L
6.	Cut any necessary holes and apply joint sealer	 Cuts and abrasions to hands, arms and face Working with chemicals Sparks from Grinder/Saw Awkward Body Position Spillage. Chemicals in duct sealant 	М		E/A/P	 Use of necessary PPE (cut resistant gloves, goggles and face shields for specific tasks) Reference SDS sheet for specific chemical Ask questions if unsure. Ensure both face shield and safety glasses are worn as a minimum requirement when cutting with a grinder or saw with abrasive disk. 	L



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 004			
REVISION DATE:		REVISION #: 1		
Mar. 10,2023				
OWNER:				
Paragon Ventilation	l td			

Detailed Instruction (s)						
Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	at 🕦	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
					 Remove burrs/man-eaters from cut edges. Stretch prior to working in awkward positions and take micro/stretch breaks as needed. Confirm with the SDS sheets: Exposure controls/PPE requirements. Clean up requirements for spills. 	

Λ	Middle Management			Front Line Management			Н	SE Representative	
NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNAT	URE	DATE	NAME (Print)	SIGNATURE	DATE
Job Hazard Analys	is Review (Work	k Team Reviews and	Sign-Off)						
NAME (Prin	t)	SIGNATURE	DA	TE	NAM	IE (Print)	SIGNATI	JRE	DATE
1.					13.				
2.					14.				
3.					15.				
4.					16.				



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 004			
REVISION DATE:		REVISION #: 1		
Mar. 10,2023				
OWNER:				
Paragon Ventilation Ltd.				

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6.		18.	
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11.		23.	
12.		24.	



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 005
REVISION DATE:	REVISION #:
July 9, 2022	1
OWNER:	
Paragon Ventilation	Ltd.

Cutting with Power Tools

Job/Task/Process							
FACILITY/CLIENT LOCATION:		FACILITY PROCESS AREA/CLIENT PROJECT:		PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A
Paragon Ventilation Ltd	d.						
SCOPE OF WORK:						DURATION OF PROJECT/TASK:	
Cutting with Power too	ols						
FHA LED BY (Print Name):	TITLE:		_	ORIGINAL FHA DATE:		REVSION DATE: July 9, 2022	
Lance Stadnyk/Tim Hill	ier Field	Foreman/Contract Safety A	dvisor	May 16, 2018			
FHA REVIEWED BY (Print Name):	TITLE:			APPROVED BY:		TITLE:	
Bryan Eigner	H&S	rep		Robin Martin/Bryan Eigner		Field Operations Manager/H&	.S rep
Personal Protective Equ	uipment (PPE)						
Head			☐ DOT Approv	ved Helmet	☐ Othe		
пеаи	☐ Side Impact Hard Ha	t	☐ Lock-On-Life	e Support Helmet			
	□ Safety Glasses		□ Face Shield				
Eyes/Face/Neck	☐ Goggles – Chemical		☐ Welding He	Imet	☐ Othe	r:	
	☐ Goggles – Dust		☐ Balaclava (F	R)			
	☐ Dust Mask		☐ PAPR/ Cartr	idge Type:		On 11fn Connect Helmon	
Respiratory	☐ Half Face Respirator,	/Cartridge Type:	☐ SABA		☐ Othe	-On-Life Support Helmet	
	☐ Full Face AP Respirat	tor/Cartridge Type:	☐ SCBA				
F/11	☑ Ear Plug		☐ Double (Cor	mbination Ear Plugs & Ear Muffs)			
Ears/Hearing	☐ Ear Muff :		Other				
	☐ Cotton Gloves		□ Nitrile		☐ Chen	nical	
Hands/Arms	Leather Gloves		Anti-vibration			tlets/Type:	
1141145,711115	□ PVC □ PVC	ant	☐ Impact Prot☐ Thermal	ection	☐ Othe		
	Fire Retardant Cover	ralls/Uniform	☐ Heat Reflect	tive Suit			
D - de	Apron	a, a	☐ Foul Weath		☐ FR Ra		
Body	☐ Life Jacket/Vest		☐ Cool Vest		☐ Cnen	nical Protective Clothing/Type:	
			☐ Kevlar Cut R	Resistant Suits	L Tyve	кутуре.	
Feet	Safety Boots − Leath	er or Rubber	☐ Traction Aid	de .	☐ Othe	ır·	
rect	Zalety Boots - Leath	ei oi itabbei		13			
	All of the above se	lections are potential requireme	nts. PPE is t	ask, weather and substance specific.			
Note		iate PPF hased on SWP's and SD		assi, mension and databasis specific.			



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 005
REVISION DATE:	REVISION #:
July 9, 2022	1
OWNER:	
Paragon Ventilation	Ltd.

Cutting with Power Tools

	High Risk	Unacceptable, Will Reduce Ri	sk, Action Required					
	Medium Risk	Undesirable, Take Risk Reduction Measures, Action Required						
	Low Risk	Acceptable, Reduce As Practical, No Further Action Required						
Carranthu		Probability						
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable			
1) Catastrophic								
2) Critical								
3) Moderate								
4) Minor								
5) Marginal								
Decision Making Flow	v Chart – Where the final risk	falls in one of these categories, t	this Decision Making Flow Char	t <u>WILL</u> be met prior to work s	tart.			
Manager ii Manager. I	ory approved by HSSE or conjunction with General Risk of Business Oment Damage approved		of injury, Business Loss/Equip age approved by General Mar		Managed at Field Level			

Three Year (Cvcle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

by Site Supervisor.

Potential Consequences (For any incident or potential incident check all effects)									
Severity Injury/Illness		Financial	Environmental Impact						
Catastrophic	Fatality	> 200,000	Long Term Effects (reportable)						
Critical	Permanent Impairment - serious illness	100,000 – 200,000	Medium Term Effect						
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	50,000 - 100,000	Short Term Effect						
Minor	Minor Injury First Aid	< 50,000	Minimal Impact						



DOCUMENT CONTROL ID:	CRIT	ICAL TASK NUMBER:
		FHA 005
REVISION DATE:		REVISION #:
July 9, 2022		1
OWNER:		
Paragon Ventilation	Ltd.	

Cutting with Power Tools

							-
Deta	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1.	Clear work area	Other workers in areaSlipping/ tripping hazards	М	S	A/P	 Communicate hazards to others working in area Review Housekeeping SWP 	L
1.	Inspect Tool/ equipment	 Electrical shock from broken wires Damaged or defective tools Accidental tool activation 	М	S	E/A/P	 Ensure guards are in place Ensure worker is competent in using tool Visual inspection of tools Unplug power tools prior to moving guards or changing blades. Review Grinder SWP if applicable. 	L
2.	Position material to be cut	 Sharp edges from material Workers in area Extension cords not identified 	М	S	E/A/P	 Keep work are clean Ensure to communicate hazards to other workers in area 	L
3.	Cut material	 Sharp edges Flying debris Loud noise (damage to ears) Sparks 	Н	H/S	E/A/P	 Use appropriate PPE for task Confirm Fire extinguisher is near by (if doing hot work) Confirm Material remains secure while cutting. (stop and reposition/ re-secure material being cut if needed) 	М
4.	Clean up work area	Sharp edges	M	S	A/P	Wear appropriate PPE for task	



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:
	FHA 005
REVISION DATE:	REVISION #:
July 9, 2022	1
OWNER:	
Paragon Ventilation	Ltd.

Cutting with Power Tools

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix

Middle Management			Front Line Management			HSE Representative				
NAME (Print)	SIGNATURE	DATE	NAME (Print)	(Print) SIGNATURE DATE NAI		NAME (Print) SIGNATURE		DATE		
Job Hazard Ana	Job Hazard Analysis Review (Work Team Reviews and Sign-Off)									
NAME (Print)	SIGNATURE	DA	ATE	NAME (Print)		NAME (Print) SIGNATURE		JRE	DATE
				13.				_		

NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE
1.			13.		
2.			14.		
3.			15.		
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9.			21.		
10.			22.		
11.			23.		
12.			24.		



Job/Task/Process

Formal Hazard Assessment

DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA006
REVISION DATE:	REVISION #:
July 9, 2022	2
OWNER:	
Paragon Ventilation Ltd.	

FACILITY/CLIENT LOCATION:			FACILITY PROCESS AREA/CLIEN	IT PROJECT:	PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A
All Locations								
SCOPE OF WORK:							DURATION OF PROJECT/TASK:	
Using a Ladder to perfo	orm tasks							
FHA LED BY (Print Name): Mark Gmeinweser/Tim Hillier Field Foren			:		ORIGINAL FHA DATE:		REVSION DATE:	
Mark Gmeinweser/Tim	Hillier	Field	Foreman/ Contract	Safety Advisor	October 27, 2017		July 9, 2022	
FHA REVIEWED BY (Print Name):		TITLE:			APPROVED BY:		TITLE:	-
Bryan Eigner		H&S	rep		Robin Martin/Bryan Eigner		Field Operations Manage	r/H&S rep
Personal Protective Eq	uipment (PP	E)						
Head				☐ DOT Appro		☐ Othe	ar·	
Head ☐ Side Impact Ha		Hard Ha	t	☐ Lock-On-Life Support Helmet		□ Otilei.		
			☐ Face Shield					
Eyes/Face/Neck		Goggles – Chemical			☐ Welding Helmet		☐ Other:	
	☐ Goggles – Du	ust		☐ Balaclava (F	-R)			
☐ Dust Mask			PAPR/ Cartridge Type:		☐ Lock-On-Life Support Helmet			
Respiratory			Cartridge Type:	□ SABA		Othe	• •	
	☐ Full Face AP	Respirat	or/Cartridge Type:	☐ SCBA				
Ears/Hearing	☐ Ear Plug				mbination Ear Plugs & Ear Muffs)			
zaro, ricaring	☐ Ear Muff :			☐ Other				
	Cotton Glove			□ Nitrile		☐ Chei	mical	
Hands/Arms	☐ Leather Glov ☐ Puncture/Cu		ant	☐ Anti-vibrati ☐ Impact Prof			stlets/Type:	
	□ PVC	it itesiste		☐ Thermal	tection	☐ Othe	☐ Other:	
	Fire Retarda	nt Cover	alls/Uniform	— ····	☐ Heat Reflective Suit		☐ FR Rain Suit	
Body	□ Apron □ Foul Weather Gear		hemical Protective Clothing/Type:					
•	☐ Life Jacket/ v			☐ Cool vest	Resistant Suits	☐ Tyve	ek/Type:	
Feet	Safety Boots	– Leath	er or Rubber	☐ Traction Aid	ds	☐ Othe	er:	
	All of the sh	ovo col	actions are notontial re	auiromonts DDE is t	ask, weather and substance specific.			
Note					ask, weather and substance specific.			
	Select the appropriate PPE based on SWP's and SDS Sheets.							



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:
	FHA006
REVISION DATE:	REVISION #:
July 9, 2022	2
OWNER:	
Paragon Ventilation Ltd.	

	High Risk	Unacceptable, Will Reduce Risk, Act	Unacceptable, Will Reduce Risk, Action Required					
	Medium Risk	Undesirable, Take Risk Reduction N	Undesirable, Take Risk Reduction Measures, Action Required					
	Low Risk	Acceptable, Reduce As Practical, No	Acceptable, Reduce As Practical, No Further Action Required					
Consolitor			Probability					
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable			
1) Catastrophic								
2) Critical								
3) Moderate								
4) Minor								
5) Marginal								
Decision Making Flow Ch	art – Where the final risk falls in on	e of these categories, this Decision Mak	ing Flow Chart WILL be met prior t	o work start.				
Risk of injury approved by HSSE Manager in Conjunction with General Manager. Risk of Equipment Damage Risk of Equipment D								

Three Year (Cycle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

Potential Consequences (For any incident or potential incident check all effects)									
Severity	Injury/Illness	Financial	Environmental Impact						
Catastrophic	Catastrophic Fatality		Long Term Effects (reportable)						
Critical	Permanent Impairment - serious illness	\$5,000 - \$10,000	Owner Standard not met						
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	\$1,000 - \$5,000	Housekeeping not to Standard						
Minor	Minor Injury First Aid	<\$1,000	Minimal Impact						
Marginal	Unsafe Act/Condition	0	None						



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA006
REVISION DATE:	REVISION #:
July 9, 2022	2
OWNER:	
Paragon Ventilation Ltd.	

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E - Engineering A - Administration P - Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1	Pre-use selection and inspection	 Pinch points Failure of ladder Incorrect Ladder for task 	М	S	A/P	 Complete Site-Specific Hazard Assessment Review SWP for Applicable Ladder Keep body parts out of potential pinch points Use appropriate PPE for task Inspect ladder for defects Inspect work area and review task requirements to determine what type of ladder is needed 	L
2	Set up Ladder	Pinch PointsSlip and TripsLadder tip over	M	S	E/P	 Keep body parts out of potential pinch points Use appropriate PPE for Task Ensure Ladder is on a firm level surface 	L
3	Working on Ladder	 Falls Pinch points Slivers Tipping Wrong ladder for task Overhead power lines Falling Tools 	М	S	E/A/P	 Maintain 3-point contact while ascending/descending Do not lean or reach from ladder Set step ladder up on firm level ground Always use a step ladder in the fully open position with locked spreader bars Use appropriate PPE for task When climbing <u>DO NOT</u> slide hands down ladder; use hand over hand technique Wear and use fall protection equipment if needed (review Fall Protection code of practice) Stay 7 meter clear of power lines Barricade the area, if necessary <u>Do not</u> leave tools on top of ladder 	L



DOCUMENT CONTROL ID:	CRIT	ICAL TASK NUMBER: FHA006
REVISION DATE: July 9, 2022	1	REVISION #:
owner: Paragon Ventilation Ltd.		

Middle Management			Supervisor			HSE Representative		
NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE
Formal Hazard Assessment Review (Work Team Reviews and Sign-Off)								

Formal Hazard Assessment Review (Work Team Reviews and Sign-Off)											
NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE						
1.			21.								
2.			22.								
3.			23.								
4.			24.								
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6.			26.								
7.			27.								
8.			28.								
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20.			40.								



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA007
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Lt	d.

Job/Task/Process								
FACILITY/CLIENT LOCATION:		FACII	LITY PROCESS AREA/CLIENT PROJE	ест:	PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A
All Locations and Facili	ties							
SCOPE OF WORK: Office Work							DURATION OF PROJECT/TASK:	
FHA LED BY (Print Name): TITLE:			ORIGINA	AL FHA DATE:		REVSION DATE: July 13, 2022		
Robin Martin		Field Ope	erations Manager	June	10, 2016		REVSION DATE. JULY 13, 2022	
FHA REVIEWED BY (Print Name):		TITLE:		APPROV	ED BY:		TITLE:	
Kevin Fidelak/ Bryan Ei	igner	Owner/ I	H&S Rep.	Paul	Pinault		General Manager	
Personal Protective Eq	uinmont (DDI	=1						
Personal Protective Eq		-)						
Head	☐ Hard Hat☐ Side Impact I	Hard Hat		☐ DOT Approved Helm ☐ Lock-On-Life Support		☐ Othe	er:	
	- '							
Eyes/Face/Neck	☐ Safety Glasse☐ Goggles – Ch			☐ Welding Helmet	☐ Face Shield ☐ Welding Helmet		☐ Other:	
Goggles – Du				☐ Balaclava (FR)			_	
	☐ Dust Mask				☐ PAPR/ Cartridge Type:		☐ Lock-On-Life Support Helmet	
Respiratory		alf Face Respirator/Cartridge Type: ull Face AP Respirator/Cartridge Type:		□ SABA □ SCBA		_	Other:	
		nespirator/Ca	Tilluge Type.					
Ears/Hearing	☐ Ear Plug ☐ Ear Muff:			☐ Double (Combination☐ Other	n Ear Plugs & Ear Muffs)			
	☐ Cotton Glove	es		 □ Nitrile				
Hands/Arms	Leather Glov	res .		☐ Anti-vibration		☐ Chemical ☐ Wristlets/Type:		
	☐ Puncture/Cut Resistant☐ PVC		☐ Impact Protection ☐ Thermal			Other:		
☐ Fire Retardant Coveralls/Unifor		niform	☐ Heat Reflective Suit	eflective Suit		□ FR Rain Suit		
Body ☐ Apron ☐ Life Jacket/Vest		☐ Foul Weather Gea ☐ Cool Vest		other Gear		Chemical Protective Clothing/Type:		
High Visibility Vest			Kevlar Cut Resistant Suits		☐ Tyve	ek/Type:		
Feet ☐ Safety Boots – Leather or Rubber		Ruhher	☐ Traction Aids		□∩th	☐ Other:		
Safety boots – Leather of Rubber			140001	_ Hacton Alas				
Note			ons are potential require		ather and substance s	<mark>pecific.</mark>		
14000	Select the ap	propriate F	PPE based on SWP's and	SDS Sheets.				



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:				
		FHA007			
REVISION DATE:		REVISION #:			
July 13, 2022		1			
OWNER:					
Paragon Ventilation Lt	d.				

	High Risk Unacceptable, Will Reduce Risk, Action Required							
	Medium Risk	um Risk Undesirable, Take Risk Reduction Measures, Action Required						
	Low Risk	Acceptable, Reduce As Practical, N	o Further Action Required					
Carravita			Probability					
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable			
1) Catastrophic								
2) Critical								
3) Moderate								
4) Minor								
5) Marginal								
Decision Making Flow Ch	art – Where the final risk falls in on	ne of these categories, this Decision Ma	king Flow Chart <u>WILL</u> be met prior to	o work start.				
	approved by HSSE Manager in with General Manager. Risk of	Risk of injury, Business Loss/Equipment Damage Approved by General Manager. Managed at Field Level						
Business Loss/Equipment Damage approved by Site Supervisor.								

Three Year (Cycle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

Potential Consequences (For any incident or potential incident check all effects)							
Severity	Injury/Illness	Financial	Environmental Impact				
Catastrophic	Fatality	>\$10,000	Long Term Effects (reportable)				
Critical Permanent Impairment - serious illness		\$5,000 - \$10,000	Owner Standard not met				
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	\$1,000 - \$5,000	Housekeeping not to Standard				
Minor Minor Injury First Aid		<\$1,000	Minimal Impact				
Marginal	Unsafe Act/Condition		None				



DOCUMENT CONTROL ID:		CRITICAL TASK NUMBER: FHA007		
REVISION DATE:		REVISION #:		
July 13, 2022		1		
OWNER:				
Paragon Ventilation Lt	d.			

Det	ailed Instruction (s)							
Basic Steps List steps required to complete task		Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E - Engineering A - Administration P - Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used		
1	Phone Use	Ergonomic Injury	М	S	E/A/P	 Hold phone with hand rather than using shoulder. If both hands are required while on the phone use a headset. Keep phone within easy reach to prevent injury due to overreaching. 	L	
2	Computer Work	Ergonomic Injury Eye Strain	М	S	E/P	 Position mouse so that elbow is positioned close to body and forearm is at 90-degree angle to upper arm. Do not use mouse at distance that requires you to extend your arm to use it. Position keyboard directly in front at level such that forearms are positioned at 90-degree angle to upper arms with shoulders relaxed. Reduce monitor brightness, Take microbreak from looking at screen hourly. 	L	
3	Desk Work	Ergonomic Injury	М	S	E/P	 Ensure that chair is at appropriate for individual so that feet can be positioned flat on the floor. If seat of chair tilts, position it so that knees are slightly lower than hips. If chair has arm rests, position at level so that elbows only rest on arm rests when shoulders are completely relaxed and lowered. Position backrest and lumbar support such that individual sits upright and straight. 	L	



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA007
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Lt	d.

Det	ailed Instruction (s)						
Basic Steps List steps required to complete task		Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	. Ō .		Final Risk Refer to Risk Matrix
						 Keep frequently used items at desk within reach to prevent injury due to overreaching. Take breaks at least every hour to stretch limbs and prevent ergonomic injury. 	
4	Filing	 Injury (Cabinet tipping over) Pinching fingers in cabinet drawer 	М	S	A	 In order to keep cabinet balanced, only open one drawer at a time. Prevent pinch points by using handle to shut drawer rather than pushing on front. 	L
5	Presentations/Training	Personal Injury	М	S	E/A	 In order to prevent blood from accumulating in the legs and causing light-headedness, shift weight from leg to leg, move frequently and do not stand still in one position for an extended period of time. Ensure that all cords are properly placed and taped down to the floor, if possible, in order to prevent any tripping hazards. 	L



20.

Formal Hazard Assessment

DOCUMENT CONTROL ID:	CRIT	RITICAL TASK NUMBER: FHA007		
REVISION DATE:		REVISION #:		
July 13, 2022		1		
OWNER:				
Paragon Ventilation Lt	d.			

Office Work

Middle Management			Front Line Management				HSE Representative			
NAME (Print)	SIGNATURE	DATE	NAME (Print) SIGNATURI		GNATURE	DATE	NAME (Print)	SIGNATURE	DATE	
Job Hazard Analysi	is Review (W	ork Team Reviews an								
NAME (Print	t)	SIGNATURE		DATE	NA	ME (Print)	SIGNAT	URE	DATE	
1.					21.					
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Job/Task/Process

Job Hazard Analysis (JHA) & Control

DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA009
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd	d.

FACILITY/CLIENT LOCATION:			FACILITY PROCESS AREA/CLIENT PROJECT	:	PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A
All Locations and Facilit	ties							
SCOPE OF WORK:		1					DURATION OF PROJECT/TASK:	
Welding related activit	ies including	riggin	g and grinding					
JHA LED BY (Print Name): TITLE:			ORIGIN	AL JHA DATE:		REVSION DATE: July 13, 2022		
Tim Hillier		HSE A	Advisor	Octo	ber 25, 2017		,,	
JHA REVIEWED BY (Print Name):		TITLE:			/ED BY:		TITLE:	
Fred Fuchs/ Bryan Eigner F		Field	Supervisor/H&S rep.	Robi	n Martin/Bryan Eigner		Field Operations Manager/	H&S rep
Davidadi Duatactiva Fau	vices and (DDI	-\						
Personal Protective Eq	uipment (PPI	=)						
Head		Hard Hat	t	☐ DOT Approved Helm☐ Lock-On-Life Suppor		☐ Othe	er:	
Eyes/Face/Neck □ Side Impact Hard □ □ Safety Glasses □ Goggles – Chemica □ Goggles – Dust □ Dust Mask		emical		☐ Face Shield ☑ Welding Helmet ☐ Balaclava (FR)	elding Helmet		□ Other:	
<u> </u>			·	☐ PAPR/ Cartridge Typ ☐ SABA ☐ SCBA	BA U		Lock-On-Life Support Helmet Other:	
Ears/Hearing			☐ Double (Combinatio☐ Other	n Ear Plugs & Ear Muffs)				
Hands/Arms ☐ Cotton Gloves ☐ Leather Gloves ☐ Puncture/Cut Resis ☐ PVC		es	nnt	☐ Nitrile ☐ Anti-vibration ☐ Impact Protection ☐ Thermal		☐ Cher ☐ Wris ☐ Othe	tlets/Type:	
Body Second Fire Retardant Covers Apron Life Jacket/Vest High Visibility Vest		alls/Uniform	☐ Heat Reflective Suit☐ Foul Weather Gear☐ Cool Vest☐ Kevlar Cut Resistant	Suits		ain Suit mical Protective Clothing/Type: k/Type:		
Feet		er or Rubber	☐ Traction Aids		Othe	☐ Other:		
Note All of the above selections are poter Select the appropriate PPE based on				eather and substance specific	<mark>.</mark>			



DOCUMENT CONTROL ID:	CRIT	TICAL TASK NUMBER: JHA009		
REVISION DATE:		REVISION #:		
July 13, 2022		1		
OWNER:				
Paragon Ventilation Lt	d.			

	High Risk	Risk Unacceptable, Will Reduce Risk, Action Required						
	Medium Risk	Undesirable, Take Risk Reduction Measures, Action Required						
	Low Risk	Acceptable, Reduce As Practical, No	Further Action Required					
Consolitor			Probability					
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable			
1) Catastrophic	1	2	3	4	5			
2) Critical	2	4	6	8	10			
3) Moderate	3	6	9	12	15			
4) Minor	4	8	12	16	20			
5) Marginal	5	10	15	20	25			
Decision Making Flow C	hart – Where the final risk falls in on	e of these categories, this Decision Mak	ing Flow Chart WILL be met prior to	work start.				
Risk of injury approved by HSSE Manager in Conjunction with General Manager. Risk of European Business Loss/Equipment Damage Risk of Equipment Ris								
by Site Supe								

Three Year (Cycle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:				
	JHA009				
REVISION DATE:	REVISION #:				
July 13, 2022	1				
OWNER:					
Paragon Ventilation Lt	d.				

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1	Pre-use inspection of all tools, equipment and PPE	 Pinch points Lack of knowledge Injury due to tool failing PPE not providing proper protection 	12 12 6 9	H/S	A/P	 Stay out of line of fire Proper PPE Training and mentorship Confirmation of competency Review equipment operation manual for proper PPE 	20 15 12 15
2	Stage Equipment	 Uneven, slippery ground Un-needed Debris or materials in work area Other workers and equipment in area Rigging failure Miscommunication between signaler and operator Limited site access 	3 9 9 4 3	H/S	A/P	 Proper PPE/secure footwear Housekeeping Eye contact Clearly communicate intentions with all workers in area Review signals with operator Training and mentorship Confirmation of competency Maintain reasonable access in case of emergency 	12 15 15 10 9
3	Rigging and Hoisting	 Impacts/crushing Suspended loads Inadequate or faulty rigging Miscommunication Extreme weather conditions Other workers and equipment in area 	3 6 4 4 9	H/S	А/Р	 ID pinch points and stay clear of line of fire Inspect equipment and rigging gear prior to use Training and mentorship Confirmation of competency Proper PPE/secure footwear Eye contact Dress in layers Stay hydrated Clearly communicate intentions with all workers in area 	9 15 8 12 15



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:
	JHA009
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd	4

Det	Detailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
						Use barricade system to keep others from entering under hoisted loads.	
4	Welding, Grinding, Cutting	 Wrong equipment, tools, PPE Contact with Grinder Fume, Sparks, Burns, Fire, Explosion Other workers and equipment in area Welding Flash Debris in Eyes 	3 6 9 6 6	H/S	A/P	 Proper PPE/Respiratory Face Shield Stay out of line of fire, hold grinder with 2 hands. Keep gas cylinders away from ignition sources Remove flammable materials from work area, or cover with fire blankets if unable to remove. Screens or curtains. USE FIRE BLANKETS Eye contact Clearly communicate intentions with all workers in area. Double Eye Protection Immediately report irritation in eye Flush the eye if irritation in eye is noticed 	9 12 12 15 12 12



DOCUMENT CONTROL ID:		CRITICAL TASK NUMBER:				
			JHA009			
	REVISION DATE:		REVISION #:			
	July 13, 2022		1			
	OWNER:					
	Paragon Ventilation It	٨				

Welding Operations

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
5	De-Mobilization	 Obstacles in area, uneven ground, and tools left for tripping or entanglement. Workers left in work area. Unsafe areas not identified, flagged, tagged, or marked. Strains and sprains, overexertion. 	3 12 9	H/S	A/P	 Competent persons demobilize all equipment or units. Proper storage & or removal of all excess dunage to be completed as the job continues Remove unnecessary signs and flagging and/or put up any flagging, tagging if necessary Wear proper PPE while performing housekeeping duties. Stretch prior to contorting body, take microbreaks if work position is causing discomfort. 	12 15 15 12



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Job Hazard Analysis (JHA) & Control

DOCUMENT CONTROL ID:		CRITICAL TASK NUMBER:					
			JHA009				
REVISION DATE:			REVISION #:				
	July 13, 2022		1				
	OWNER:						
	Paragon Ventilation Lt	d.					

Welding Operations

М	iddle Management			Front Line Management				HSE Representative			
NAME (Print)	SIGNATURE	DATE	NAME (Print)		SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE		
Job Hazard Analysi	s Review (Work Tea	ım Reviews and	d Sign-Off)								
NAME (Print	:)	SIGNATURE		DATE	NAM	E (Print)	SIGNATI	JRE	DATE		
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DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:			
	JHA009			
REVISION DATE:		REVISION #:		
July 13, 2022		1		
OWNER:				
Paragon Ventilation Lt	d.			

Trailer – Hooking & Unhooking

Job/Task/Process										
FACILITY/CLIENT LOCATION:			FACILITY PROCESS AREA/CLIENT PROJECT	OJECT: PROJECT DATE:			JOB CODE /PERMIT #:	⊠ N/A		
All Locations and Facilities										
SCOPE OF WORK: Trailer – Hooking & Un	hooking							DURATION OF PROJECT/TASK:		
JHA LED BY (Print Name):		TITLE:			ORIGINA	AL JHA DATE:		REVSION DATE:		
Shane Evans		Shee	t Metal Worker		Nove	mber 03, 2017		July 13, 2022		
JHA REVIEWED BY (Print Name):		TITLE:			APPROV			TITLE:		
Bryan Eigner		Site	Superintendent/ H&S rep.		Robii	n Martin/Bryan Eigner		Field Operations Man	ager/H&S rep	
Personal Protective Eq	uinmont /DD	E/								
Personal Protective Eq		-)								
Head		Hard Ha	t	☐ DOT Appro			☐ Othe	Other:		
			•							
Eyes/Face/Neck	☐ Safety Glasses ☐ Goggles – Chemical		☐ Face Shield ☐ Welding Helmet			☐ Other:				
	☐ Goggles – Dust		☐ Balaclava (FR)							
	☐ Dust Mask			☐ PAPR/ Cartridge Type:			☐ Lock-On-Life Support Helmet			
Respiratory] Half Face Respirator/Cartridge Type:] Full Face AP Respirator/Cartridge Type:		□ SABA			Other:			
	☐ Full Face AP	Respirat	tor/Cartridge Type:	SCBA						
Ears/Hearing	☐ Ear Plug ☐ Ear Muff:			☐ Double (Combination Ear Plugs & Ear Muffs)						
	_			Other						
	☐ Cotton Gloves ☑ Leather Gloves		☐ Nitrile ☐ Anti-vibration			Chemical				
Hands/Arms	Puncture/Cu	ıt Resista	ant	☐ Impact Protection			☐ Wristlets/Type: ☐ Other:			
	_	PVC		☐ Thermal ☐ Heat Reflective Suit						
☐ Fire Retardant Coveralls/Uniform☐ Apron		ansy official	☐ Foul Weath			_	ain Suit			
Body		☐ Cool Vest ☐ Kevlar Cut Resistant Suits			☐ Chemical Protective Clothing/Type: ☐ Tyvek/Type:					
☐ High Visibility Vest		☐ Keviar Cut i	resistant :	Duits						
Feet ☐ Safety Boots – Leather or Rubber		☐ Traction Aids ☐ O			Othe	Other:				
	All of the all	0110 00	lastions are notontial requirers	onto DDC:ot	ook wa	ather and substance sizes:fis				
Note			ections are potential requiremental party PPE based on SWP's and M		ask, we	ather and substance specific.				
	Select the appropriate PPE based on SWP's and MSDS'.									



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:				
	JHA009				
REVISION DATE:	REVISION #:				
July 13, 2022	1				
OWNER:					
Paragon Ventilation Ltd	d.				

Trailer – Hooking & Unhooking

	High Risk Unacceptable, Will Reduce Risk, Action Required									
	Medium Risk	Undesirable, Take Risk Reduction Measures, Action Required								
	Low Risk Acceptable, Reduce As Practical, No Further Action Required									
Carragillar		Probability								
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable					
1) Catastrophic	1	2	3	4	5					
2) Critical	2	4	6	8	10					
3) Moderate	3	6	9	12	15					
4) Minor	4	8	12	16	20					
5) Marginal	5	10	15	20	25					
Decision Making Flow Cha	art – Where the final risk falls in on	e of these categories, this Decision Mak	ing Flow Chart <u>WILL</u> be met prior t	to work start.						
conjunction v	approved by HSSE Manager in with General Manager. Risk of :/Equipment Damage approved		of injury, Business Loss/Equipment oved by General Manager.	t Damage	Managed at Field Level					
by Site Super	visor.									

Three Year (Cycle)	Probability			
Frequency	Definitions			
Frequent	Very likely to occur repeatedly			
Probable	Likely to occur several times			
Occasional	Likely to occur sometimes			
Remote	Not likely to occur, but possible			
Improbable	Probability cannot be distinguished from zero			

Potential Consequences (For any incident or potential incident check all effects)								
Severity	Injury/Illness	Financial	Environmental Impact					
Catastrophic	Fatality	>\$10,000	Long Term Effects (reportable)					
Critical	Permanent Impairment - serious illness	\$5,000 - \$10,000	Owner Standard not met					
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	\$1,000 - \$5,000	Housekeeping not to Standard					
Minor	Minor Injury First Aid	<\$1,000	Minimal Impact					
Marginal	Unsafe Act/Condition		None					



	DOCUMENT CONTROL ID:		CRITICAL TASK NUMBER:				
			JHA009				
	REVISION DATE:		REVISION #:				
	July 13, 2022		1				
	OWNER:						
	Paragon Ventilation Lt	d.					

Trailer – Hooking & Unhooking

Det	ailed Instruction (s)						
Basic Steps List steps required to complete task		Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1	Backing up to Trailer	 Pinch Points Impacts with property or people 	9 6	S	E/P	 Stay out of line of fire Use spotter Wear proper PPE Check area prior to backing up Driver is to stop if communication between driver and spotter is interrupted. 	12 8
2	Coupling Trailer and Lights check	 Pinch points Lights out Fifth wheel not fully engaged Faulty equipment 	6 12 3 6	S	E/A/P	 Wear proper PPE Stay out of line of fire Training and mentoring Inspect before use 	12 20 9 12
3	Return Trailer, Park and Uncouple	 Pinch points Impacts with property or people 	6	S	E/P	 Stay out of line of fire Use a spotter Use proper PPE/high visibility vest etc. Get help Driver is to stop if communication between driver and spotter is interrupted. 	12 9



DOCUMENT CONTROL ID:		CRITICAL TASK NUMBER:				
		JHA009				
REVISION DATE:		REVISION #:				
July 13, 2022		1				
OWNER:						
Paragon Ventilation Ltd.						

Trailer – Hooking & Unhooking

N.	liddle Management			Front Line Management				HSE Representative			
NAME (Print)	SIGNATURE	DATE	NAME (Pri	int)	SIGNATU	JRE	DATE	NAME (Print)	SIGNATURE		DATE
	ob Hazard Analysis Review (Work Team Reviews and Sign-Off)										
NAME (Prin	t)	SIGNATURE		DATE			E (Print)	SIGNAT	URE	I	DATE
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DOCUMENT CONTROL ID:		CRITICAL TASK NUMBER:			
		FHA010			
	REVISION DATE:		REVISION #:		
	July 13, 2022		2		
	OWNER:				
	Paragon Ventilation Ltd.				

Job/Task/Process								
FACILITY/CLIENT LOCATION:		FACILITY PROCESS AREA/CLIENT PRO	JECT:	PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A	
All Locations								
SCOPE OF WORK:		-				DURATION OF PROJECT/TASK:		
Driving								
FHA LED BY (Print Name): TITLE:			ORIGINA	AL FHA DATE:		REVSION DATE:		
Robin Martin		Field Operations Manager	April	14, 2016		July 13, 2022		
FHA REVIEWED BY (Print Name):		TITLE:	APPROV	•		TITLE:		
Bryan Eigner		H&S rep.	Robin Martin/ Bryan Eigner			Field Operations Manager/	1&S	
						rep.		
	-							
Personal Protective Eq	uipment (PPE)							
tta a d	☐ Hard Hat		☐ DOT Approved Helm	iet				
Head	☐ Side Impact H	☐ Side Impact Hard Hat		t Helmet	☐ Other:			
	☐ Safety Glasses	1	☐ Face Shield					
Eyes/Face/Neck	☐ Goggles – Chemical					Other:		
	☐ Goggles – Dus	t	☐ Balaclava (FR)					
	☐ Dust Mask		☐ PAPR/ Cartridge Type:			□ Look On Life Sunnert Helmet		
Respiratory	☐ Half Face Respirator/Cartridge Type:		☐ SABA		☐ Lock-On-Life Support Helmet ☐ Other:			
	☐ Full Face AP R	espirator/Cartridge Type:	☐ SCBA			ei.		
Fave/Heaving	☐ Ear Plug		☐ Double (Combination Ear Plugs & Ear Muffs)					
Ears/Hearing	☐ Ear Muff :		Other					
	☐ Cotton Gloves		□ Nitrile		□ Cho	umical		
Hands/Arms	☐ Leather Gloves		Anti-vibration			☐ Chemical ☐ Wristlets/Type:		
	☐ Puncture/Cut Resistant☐ PVC		☐ Impact Protection ☐ Thermal		Other:			
☐ Fire Retardant Coveralls/Uniform		t Coveralls/Uniform	☐ Heat Reflective Suit			2.1.6.11		
Body	☐ Apron		☐ Foul Weather Gear			Rain Suit emical Protective Clothing/Type:		
bouy	☐ Life Jacket/Vest		Cool Vest	6.15	☐ Tyvek/Type:			
	☐ High Visibility	VEST	☐ Kevlar Cut Resistant	Suits				
Feet	eet Safety Boots – Leather or Rubber Traction Aids Other:							
Note	All of the above	ve selections are potential requir	ements. PPE is task, we	ather and substance specific	•			
Note Select the appropriate PPE based on SWP's and SDS Sheets.								



DOCUMENT CONTROL ID:		CRITICAL TASK NUMBER:				
			FHA010			
	REVISION DATE:		REVISION #:			
	July 13, 2022		2			
	OWNER:					
	Paragon Ventilation Ltd.					

	High Risk	Unacceptable, Will Reduce Risk, Action Required						
	Medium Risk	Undesirable, Take Risk Reduction N	Undesirable, Take Risk Reduction Measures, Action Required					
	Low Risk	Acceptable, Reduce As Practical, No	Further Action Required					
Carravita			Probability					
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable			
1) Catastrophic								
2) Critical								
3) Moderate								
4) Minor								
5) Marginal								
Decision Making Flow Ch	art – Where the final risk falls in on	e of these categories, this Decision Mak	king Flow Chart WILL be met prior to	work start.				
Risk of injury approved by HSSE Manager in Risk of injury, Business Loss/Equipment Damage Managed at Field Level approved by General Manager. Business Loss/Equipment Damage approved								
by Site Super								

Three Year (Cycle)	Probability			
Frequency	Definitions			
Frequent	Very likely to occur repeatedly			
Probable	Likely to occur several times			
Occasional	Likely to occur sometimes			
Remote	Not likely to occur, but possible			
Improbable	Probability cannot be distinguished from zero			

Potential Consequences (For any incident or potential incident check all effects)						
Severity	Injury/Illness	Financial	Environmental Impact			
Catastrophic	Fatality	>\$10,000	Long Term Effects (reportable)			
Critical	Critical Permanent Impairment - serious illness		Owner Standard not met			
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid) Recordable Injury \$1,00		Housekeeping not to Standard			
Minor Injury First Aid Assume the second of		<\$1,000	Minimal Impact			
Marginal	Unsafe Act/Condition		None			



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA010
REVISION DATE:	REVISION #:
July 13, 2022	2
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Paragon	Ventilation	Ltd.

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1	Prepare yourself for the journey and ensure the weather and roadways are safe.	Proper information not available resulting in bad judgement	×	S	A	 Check road and weather conditions using the provincial AMA road reports. Call ahead to your destination and ensure road and weather conditions are safe for travel. 	L
2	Ensure the vehicle is in good working condition.	Vehicle Breakdown	М	S	A	Complete a pre-trip visual inspection.	L
3	Confirm that you are qualified to operate the type of vehicle that is to be used.	Vehicle BreakdownCausing an accident	Н	S	E/A	 Review the driving requirements and determine if you are comfortable/confident in your ability to operate with the current/expected conditions. Utilize two-way radio or cell phone for communication. Check in with road owners on private roads. 	L
4	Ensure that you are prepared in the event that there is a breakdown or a vehicle incident that you may come across or be involved in.	Personal injury or injury to others.	Н	S/H	E/A/P	Check to ensure that the vehicle is equipped with the following gear: required documents (insurance/registration), First Aid kit, cell phone with emergency contact list and applicable ERPs.	М



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA010
REVISION DATE:	REVISION #:
July 13, 2022	2
OWNER:	

WNER:			
aragon	Ventilation	Ltd.	

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
5	Drive to Destination	Vehicle incident – personal injury/ property damage.	1	S/H	E/A/P	 Ensure that you are rested and not fatigued – safely pullover in a safe zone and rest if you are tired. Follow all traffic laws and obey the posted speed limits. 	4



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA010
REVISION DATE:	REVISION #:
July 13, 2022	2
OWNER:	
Paragon Ventilation Ltd.	

M	liddle Management		Froi	nt Line Management		Н	SE Representative	
NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE

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Job Hazard Analysis Review (NAME (Drink)	CICNIATURE	DATE
NAME (Print) 1.	SIGNATURE	DATE	NAME (Print) 21.	SIGNATURE	DATE
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DOCUMENT CONTROL ID:	CRIT	ICAL TASK NUMBER: JHA011	
REVISION DATE:		REVISION #:	
July 13, 2022		2	
OWNER:			
Paragon Ventilation Ltd.			

Job/Task/Process							
FACILITY/CLIENT LOCATION:		FACILITY PROCESS AREA/CLIENT PROJECT:		PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A
All Locations							
SCOPE OF WORK: Using Power Tools						DURATION OF PROJECT/TASK:	
JHA LED BY (Print Name):	TITLE:			ORIGINAL JHA DATE:		REVSION DATE:	
Kevin Dykes/Robin Ma		man/ Field Operations Mana	ager	May 22, 2018		July 13, 2022	
JHA REVIEWED BY (Print Name):	TITLE:			APPROVED BY:		TITLE:	
Bryan Eigner		S rep.		Bryan Eigner		H&S rep.	
		•		, ,		•	
Personal Protective Eq	uipment (PPE)						
Head	☑ Hard Hat ☐ Side Impact Hard Ha	t	☐ DOT Approv	ved Helmet e Support Helmet	☐ Othe	er:	
Eyes/Face/Neck	☐ Safety Glasses ☐ Goggles – Chemical ☑ Foam Back Glasses		□ Face Shield □ Welding He □ Balaclava (F	lmet	☐ Othe	er:	
Respiratory	☑ Dust Mask☐ Half Face Respirator☐ Full Face AP Respirat		☐ PAPR/ Cartr ☐ SABA ☐ SCBA	ridge Type:	☐ Lock	-On-Life Support Helmet er:	
Ears/Hearing	☐ Ear Plug ☐ Ear Muff :		☐ Double (Co	mbination Ear Plugs & Ear Muffs)			
Hands/Arms	☐ Cotton Gloves ☐ Leather Gloves ☑ Puncture/Cut Resista ☐ PVC	ant	☐ Nitrile ☐ Anti-vibratio ☐ Impact Prot ☐ Thermal		☐ Chei ☐ Wris ☐ Othe	tlets/Type:	
Body	☐ Fire Retardant Cover☐ Apron☐ Life Jacket/Vest☐ High Visibility Vest	ralls/Uniform	☐ Heat Reflec☐ Foul Weath☐ Cool Vest☐ Kevlar Cut F	er Gear	 ☐ Chei	ain Suit mical Protective Clothing/Type: k/Type:	
Feet	☑ Safety Boots – Leath	er or Rubber	☐ Traction Aid	ds	☐ Othe	er:	
Note		lections are potential requirementiate PPE based on SWP's and Mis		ask, weather and substance sp	oecific.		



DOCUMENT CONTROL ID:	CRIT	ICAL TASK NUMBER: JHA011
REVISION DATE:		REVISION #:
July 13, 2022		2
OWNER:		
Paragon Ventilation Ltd.		

	High Risk	Unacceptable, Will Reduce Risk, Action Required			
	Medium Risk	Undesirable, Take Risk Reduction	Measures, Action Required		
	Low Risk	Acceptable, Reduce As Practical, N	o Further Action Required		
Carranter			Probability		
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable
1) Catastrophic					
2) Critical					
3) Moderate					
4) Minor					
5) Marginal					
Decision Making Flow Chart – Where the final risk falls in one of these categories, this Decision Making Flow Chart WILL be met prior to work start.					
conjunction	approved by HSSE Manager in vith General Manager. Risk of /Equipment Damage approved	Risk of injury, Business Loss/Equipment Damage approved by General Manager. Managed at Field Level			Managed at Field Level

Three Year (Cycle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

Potential Consequences (For any incident or potential incident check all effects)					
Severity	Injury/Illness	Financial	Environmental Impact		
Catastrophic	Fatality	>\$10,000	Long Term Effects (reportable)		
Critical	Permanent Impairment - serious illness	\$5,000 - \$10,000	Owner Standard not met		
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	\$1,000 - \$5,000	Housekeeping not to Standard		
Minor	Minor Injury First Aid	<\$1,000	Minimal Impact		
Marginal	Unsafe Act/Condition		None		



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:	
	JHA0	11
REVISION DATE:	REVISION	#:
July 13, 2022	2	
OWNER:		
Paragon Ventilation Ltd		

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1	Pre-use inspection	 Energized Sharp edges Pinch points Impacts Eye contact (Debris) Cold/Heat burns Loose debris 	М	S	A/P	 Training and mentoring Stay out of the line of fire Use Proper PPE for task as determined in Site Specific hazard assessment or applicable SWP's Confirm tool is de-energized prior to inspection or adjusting. 	L
2	Operating powered tools	 Electric shock Air pressure Cuts Eye contact (Debris) Pinch points Impacts Cold/Heat burns Loose debris Faulty tool or chord/hose Hoses and/or chords in traffic areas Other people or equipment in work area Repetitive stress Fatigue 	Н	H/S	E/A/P	 Training and mentoring Stay out of the line of fire Use Proper PPE Proper house keeping Stretching/ Micro breaks Communication Inspection and maintenance If cords or hoses will be used in place for a lengthy duration, or if in a high traffic area. String cords up or route them around walking paths. Use Barricade system if needed to keep others out of work area. 	L



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA011		
REVISION DATE:	REVISION #:		
July 13, 2022	2		
OWNER:			
Paragon Ventilation Ltd.			

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
3	Post use inspection and storage	 Energized Cuts Pinch points Impacts Cold/Heat burns Loose debris Uneven slippery surfaces Hoses and/or chords in traffic areas 	М	S	A/P	 Training and mentoring Stay out of the line of fire Use Proper PPE Housekeeping De-energize tools prior wrapping up for storage. 	L



20.

Job Hazard Analysis (JHA) & Control

DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:			
	JHA011			
REVISION DATE:	REVISION #:			
July 13, 2022	2			
OWNER:				
Paragon Ventilation Ltd.				

Power Tools – Use of

Middle Management					Front Line Management				HSE Representative			
NAME (Print)	SIGNATURE		DATE	NAME (Pr	int)	SIGNATU	JRE	DATE	NAME (Print)	SIGNATURE		DATE
Job Hazard Ana	vsis Review (V	Vork Tea	m Reviews an	d Sign-C	Off)							
NAME (P			SIGNATURE		DATE		NAM	E (Print)	SIGNA	TURE		DATE
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DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA012
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd.	

Job/Task/Process		Job/Task/Process							
FACILITY/CLIENT LOCATION:		FACILITY PROCESS AREA/CLIENT PROJECT:		PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A		
Paragon Ventilation Sh	юр								
SCOPE OF WORK:	_							DURATION OF PROJECT/TASK:	
Using Equipment in Sho	ор								
JHA LED BY (Print Name):		TITLE:	- 10		ORIGINA	AL JHA DATE:		REVSION DATE:	
Darryl Bates/Tim Hillie	r	Shop	Foreman/ Contract Safety	Advisor		24, 2018		July 13, 2022	
JHA REVIEWED BY (Print Name):		TITLE:			APPROV			TITLE:	4
Bryan Eigner		H&S	rep.		Robin	n Martin/Bryan Eigner		Field Operations Ma	nager/H&S rep.
		-1							
Personal Protective Eq	uipment (PP	E)							
Head	☐ Hard Hat			□ DOT Appro			☐ Oth	or:	
Ticau	☐ Side Impact Hard Hat		☐ Lock-On-Life Support Helmet				☐ Other.		
	⊠ Safety Glasses			☐ Face Shield (If Necessary)					
Eyes/Face/Neck	☐ Goggles – Chemical ☐ Goggles – Dust		☐ Welding Helmet			☐ Oth	Other:		
			☐ Balaclava (FR)						
	☐ Dust Mask			☐ PAPR/ Cartridge Type:				Lock-On-Life Support Helmet	
Respiratory	☐ Half Face Respirator/Cartridge Type:			∐ SABA				☐ Other:	
	☐ Full Face AP Respirator/Cartridge Type:		☐ SCBA						
Ears/Hearing	☐ Ear Plug			☐ Double (Combination Ear Plugs & Ear Muffs)					
Ears/ Hearing	☐ Ear Muff :		☐ Other						
	☐ Cotton Gloves ☐ Leather Gloves			□ Nitrile				mical	
Hands/Arms				☐ Anti-vibration				☐ Wristlets/Type:	
·	☑ Puncture/Cut Resistant☐ PVC		ant	☐ Impact Protection ☐ Thermal			☐ Oth	Other:	
	☐ Fire Retardant Coveralls/Uniform			☐ Heat Reflec	tive Suit		Псос	Rain Suit	
Body	Apron			☐ Foul Weath	er Gear		_	mical Protective Clothing/Type	:
,	☐ Life Jacket/Vest☐ High Visibility Vest☐		☐ Cool Vest ☐ Kevlar Cut I	Racistant (Suite		Tyvek/Type:		
	LI TIIGIT VISIDIIIC	Ly VEST		☐ Keviai Cut i	icolotalit .	Juits			
Feet	☑ Safety Boots – Leather or Rubber			☐ Traction Aids ☐ Oth			Other:		
Note			lections are potential requirem		ask, we	ather and substance spe	<mark>cific.</mark>		
	Select the appropriate PPE based on SWP's and MSDS'.								



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA012				
REVISION DATE:		REVISION #:			
July 13, 2022		1			
OWNER:					
Paragon Ventilation Ltd.					

	High Risk Unacceptable, Will Reduce Risk, Action Required						
	Medium Risk	Undesirable, Take Risk Reduction Measures, Action Required					
	Low Risk	Acceptable, Reduce As Practical, No	Further Action Required				
Consolitor			Probability				
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable		
1) Catastrophic	1	2	3	4	5		
2) Critical	2	4	6	8	10		
3) Moderate	3	6	9	12	15		
4) Minor	4	8	12	16	20		
5) Marginal	5	10	15	20	25		
Decision Making Flow Chart – Where the final risk falls in one of these categories, this Decision Making Flow Chart WILL be met prior to work start.							
conjunction v	approved by HSSE Manager in vith General Manager. Risk of /Equipment Damage approved		Risk of injury, Business Loss/Equipment Damage approved by General Manager. Managed at Field L				
by Site Super							

Three Year (Cycle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

Potential Consequences (For any incident or potential incident check all effects)							
Severity Injury/Illness		Financial	Environmental Impact				
Catastrophic	Catastrophic Fatality		Long Term Effects (reportable)				
Critical	Critical Permanent Impairment - serious illness		Owner Standard not met				
Moderate	Recordable Injury Moderate (Lost Time, Restricted Work, Medical Aid)		Housekeeping not to Standard				
Minor Injury First Aid		<\$1,000	Minimal Impact				
Marginal	Unsafe Act/Condition		None				



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:			
	JHA012			
REVISION DATE:	REVIS	ION #:		
July 13, 2022	1			
OWNER:				
Paragon Ventilation Ltd.				

Detailed Instruction (s)							
Basic Steps List steps required to complete task		Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1	Personal Use	 Damage to tools Handling Controlled products Controlled product Exposure (S&H)	8	H/S	E/A/P	 Confirm with shop foreman/overseeing journeyman as to which tools/equipment they deem you competent to operate. Wear appropriate PPE for task. All personnel working in the shop must have WHMIS training. Know the location and uses for the Safety Data Sheets (SDS). Wash or replace clothing that is soiled with controlled products. Wash hands after controlled product exposure. Follow Safe handling procedures as noted on SDS sheets including PPE selection. 	12
2	Working with equipment and tools	Hand cuts and pinches Crushed feet	8	H/S	E/A/P	 Cut resistant gloves are to be used for tasks where your fingers or hands could be cut. Steel toed boots are required Safety Glasses are required 	12



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA012
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd.	

Detailed Instruction (s)							
Basic Steps List steps required to complete task		Initial Risk Matrix Refer to Risk Matrix		Control Used Control Used Control Used E-Eugine A-Admin A-Derson		Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
3	Storing Parts	Damage to parts	8	H/S	E/A/P	Store heavy equipment/ parts on their designated shelving outside the shop building to avoid them being damaged by equipment running over them	12



20.

Job Hazard Analysis (JHA) & Control

DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:
	JHA012
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd.	

Shop Safety - General

Middle Management				Front Line Management				HSE Representative				
NAME (Print)	SIGNATURE		DATE	NAME (Pr	.ME (Print) SIGNATUR		TURE DATE		NAME (Print)	NAME (Print) SIGNATURE		DATE
	b Hazard Analysis Review (Work Team Reviews and Sign-Off)											
NAME (P	rint)		SIGNATURE		DATE			E (Print)	SIGNA	TURE	[DATE
1.							21.					
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DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA013
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd.	

Snow Shoveling

Job/ rask/Process						
FACILITY/CLIENT LOCATION:		FACILITY PROCESS AREA/CLIENT PR	ROJECT:	PROJECT DATE:	JOB CODE /PERMIT #:	⊠ N/A
All Locations						
SCOPE OF WORK:					DURATION OF PROJECT/TASK:	
Using Power Tools						
JHA LED BY (Print Name):	TITLE:			ORIGINAL JHA DATE:	REVSION DATE:	
Tim Hillier/Robin Mart	in HSE	Advisor/ Field Operatio	ns Manager	January 17, 2017	July 13, 2022	
JHA REVIEWED BY (Print Name):	TITLE:			APPROVED BY:	TITLE:	
Bryan Eigner	H&S	rep.		Paul Pinault/ Bryan Eigner	President/ H&S rep.	
Personal Protective Eq	uipment (PPE)					
Head			☐ DOT Appro	oved Helmet	☐ Other:	
пеаи	☐ Side Impact Hard Ha	t	☐ Lock-On-Lif	fe Support Helmet	☐ Other.	
	Safety Glasses		☐ Face Shield	i (If Necessary)		
Eyes/Face/Neck	☐ Goggles – Chemical		☐ Welding He		☐ Other:	
	☐ Goggles – Dust		☐ Balaclava (FR)		
	☐ Dust Mask		☐ PAPR/ Cart	tridge Type:	☐ Lock-On-Life Support Helmet	
Respiratory	Half Face Respirator,		☐ SABA		Other:	
	☐ Full Face AP Respirat	tor/Cartridge Type:	☐ SCBA			
Ears/Hearing	☐ Ear Plug			ombination Ear Plugs & Ear Muffs)		
Larsyricaring	☐ Ear Muff :		☐ Other			
	Cotton Gloves		☐ Nitrile		☐ Chemical	
Hands/Arms	Leather Gloves		☐ Anti-vibrati		☐ Wristlets/Type:	
·	☐ Puncture/Cut Resista	ant	☐ Impact Pro ☑ Thermal	rection	Other:	
	☐ Fire Retardant Cover	ralls/Uniform	☐ Heat Reflec	ctive Suit		
Pody	Apron		Foul Weath	her Gear	☐ FR Rain Suit ☐ Chemical Protective Clothing/Type:	
Body	☐ Life Jacket/Vest		☐ Cool Vest		Tyvek/Type:	
	☐ High Visibility Vest		☐ Kevlar Cut	Resistant Suits		
Feet	☐ Safety Boots – Leath	ier or Ruhher		ids	☐ Other:	
1000	Zancty boots Leatin	ici di Nabbei	Z Hacdon Ar		_ other.	
	All of the above se	lections are potential requ	irements. PPE is	task, weather and substance specifi		
Note		iate PPE based on SWP's a			<u>-</u>	



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:
	JHA013
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd.	

Snow Shoveling

	High Risk	High Risk Unacceptable, Will Reduce Risk, Action Required					
	Medium Risk	Undesirable, Take Risk Reduction Measures, Action Required					
	Low Risk	Low Risk Acceptable, Reduce As Practical, No Further Action Required					
Consolitor			Probability				
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable		
1) Catastrophic	1	2	3	4	5		
2) Critical	2	4	6	8	10		
3) Moderate	3	6	9	12	15		
4) Minor	4	8	12	16	20		
5) Marginal	5	10	15	20	25		
Decision Making Flow Cha	art – Where the final risk falls in on	e of these categories, this Decision Mak	ing Flow Chart WILL be met prior t	to work start.			
conjunction v	approved by HSSE Manager in vith General Manager. Risk of /Equipment Damage approved		Risk of injury, Business Loss/Equipment Damage approved by General Manager. Managed at Field Leve				
by Site Super							

Three Year (Cycle)	Probability			
Frequency	Definitions			
Frequent	Very likely to occur repeatedly			
Probable	Likely to occur several times Likely to occur sometimes			
Occasional				
Remote	Not likely to occur, but possible			
Improbable	Probability cannot be distinguished from zero			

Potential Consequences (For any incident or potential incident check all effects)						
Severity	Injury/Illness	Financial	Environmental Impact			
Catastrophic	Fatality	>\$10,000	Long Term Effects (reportable)			
Critical	Permanent Impairment - serious illness	\$5,000 - \$10,000	Owner Standard not met			
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	\$1,000 - \$5,000	Housekeeping not to Standard			
Minor	Minor Injury First Aid		Minimal Impact			
Marginal	Unsafe Act/Condition		None			



DOCUMENT CONTROL ID:	CRIT	ICAL TASK NUMBER:	
		JHA013	
REVISION DATE:		REVISION #:	
July 13, 2022		1	
OWNER:			
Paragon Ventilation Ltd.			

Snow Shoveling

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1	Snow Shoveling	 Muscle strains Uneven, slippery terrain Slips and Trips Weather conditions 	14	S	E/A/P	 See Manual Lifting SWP Use Ergonomic Shovel Stretch/ microbreaks Wear traction aids If needed Dress in layers as needed for weather conditions, take warm up breaks as needed. Maintain housekeeping to ensure there are not hidden hazards under the snow. 	9
2	Lifting/carrying	 Muscle strains Uneven, slippery terrain Other equipment or workers in area Fatigue Extreme weather conditions 	14	S	E/A/P	 Stretch/micro breaks Break up load into smaller pieces Use mechanical lifting devise where available Test load before picking up Get Help Follow manual lifting SWP Proper PPE/Secure footwear/ traction aids Walk route prior to carry Communicate intentions to others in area Use spotters if equipment is being operated Work in pairs Scan work area frequently for traffic Dress in layers as needed for weather conditions, take warm up breaks as needed. 	9



DOCUMENT CONTROL ID:		CRITICAL TASK NUMBER:			
		JHA013			
REVISION DATE:		REVISION #:			
July 13, 2022		1			
OWNER:					
Paragon Ventilation Ltd.					

Snow Shoveling

Middle Management			Front Line Management				HSE Representative				
NAME (Print)	SIGNATURE	DATE	NAME (Pri	(Print) SIGNATUR		JRE	DATE	NAME (Print)	SIGNATURE		DATE
Job Hazard Analys			d Sign-C								
NAME (Prin	t)	SIGNATURE		DATE			E (Print)	SIGNAT	URE		DATE
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DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA 014
REVISION DATE:	REVISION #:
July 13, 2022	1

Job/Task/Process							
FACILITY/CLIENT LOCATION: FACILITY PROCESS AREA/C			Т:				
All Locations All Clients				Click here to	enter a date.		
SCOPE OF WORK:			ı.	DURATION OF PROJECT/TASK:			
Working Alone							
JHA LED BY (Print Name):	TITLE:		ORIGINAL JHA DATE:		Revision DATE:		
Tim Hillier/ Robin Martin	HSE Advisor/ Fig	eld Operations Manager	October 3, 2018		July 13, 2022		
JHA REVIEWED BY (Print Name): TITLE:			APPROVED BY:		TITLE:		
Bryan Eigner	H&S rep.		Kevin Fidelak/Bryan Eig	ner	Owner/H&S rep.		

Personal Protective Eq	uipment (PPE)
Head	Minimum requirement of Hard Hat
Eyes/Face/Neck	Safety Glasses
Respiratory	As required
Ears/Hearing	As required.
Hands/Arms	Wear Hand Protection
Body	High Visibility Vests
Feet	Approved Steel Toed Boots
Note	All of the above selections are potential requirements. PPE is task, weather and substance specific. Select the appropriate PPE based on assessment of the hazard.



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA 014	:
REVISION DATE:	REVISION #:	
July 13, 2022	1	

	High Risk	Unaccepta	ceptable, Will Reduce Risk, Action Required						
	Medium Risk	Undesirab	le, Take Risk Reduction Me	easures, Action Requ	uired				
	Low Risk	Acceptabl	e, Reduce As Practical, No	Further Action Requ	ired				
PROBABILITY			Probability						
SEVERITY	FREQUENT	PROBABLE	OCCASIONAL	REMOTE	IMPROBABLE				
Catastrophic									
Critical									
Moderate									
Minor									
met prior to w Risk of injury and, in conju Manager. Ris	ork start. approved by HSE Manage		in one of these categories, Risk of injury, Business Loss/Equipment Damage ap General Manager.		g Flow Chart <u>WILL</u> be Managed at Field Level				

Three Year (Cvcle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

Potential Consequences (For any incident or potential incident check all effects)							
Severity	Severity Injury/Illness		Environmental Impact				
Catastrophic	Fatality	> 1,000,000	Long Term Effects (reportable)				
Critical	Permanent Impairment - serious illness	100,000 - 1,000,000	Medium Term Effect				
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	50,000 - 100,000	Short Term Effect				
Minor	Minor Injury First Aid	< 50,000	Minimal Impact				



Middle Management

Job Hazard Analysis (JHA) & Control

DOCUMENT CONTROL ID:	CRIT	ICAL TASK NUMBER:
	JH/	A 014
REVISION DATE:		REVISION #:
July 13, 2022		1

Deta	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1	Establish a form of communication and a check in time with supervisor Work Area	 Equipment malfunction Lack of communication 	М	S	E/A/P	 Ensure each party is in full understanding of the agreed upon communication method and time intervals Both parties must know exact location of jobsite Emergency Response Plan to be in place (STARS needed?) 	L
2	Ensure hazards of work area are assessed and properly controlled	 Slips/Trips and Falls Pinch/Crush Points Equipment Damage Weather/Ground Conditions 	н	S	E/A/P	 Utilize company JHA's as required Wear required PPE Follow client requirements 	L
3	Perform work as required and check in with supervisor at determined intervals using communication agreed upon at the start of the job	 Slips/Trips and Falls Pinch/Crush Points Equipment Damage Weather/Ground Conditions Lack of communication 	Н	S	E/A/P	 Wear required PPE Worker must ensure they check in with the supervisor at the agreed upon times Eyes and mind on task If worker has not checked in with the supervisor, the Supervisor is to attempt to call first, and if no response then supervisor is to travel to worksite and confirm workers safety. 	L
4	Once job is complete cleanup work area, complete paperwork and inform supervisor	 Slips/Trips and Falls Equipment Damage Lack of communication 	M	S	E/A/P	 Wear required PPE Dispose of waste in appropriate areas Ensure each party is clear that the job is complete. Refer to JHA - Driving - for further direction 	L



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA 014		
REVISION DATE:		REVISION #:	
July 13, 2022		1	

NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE

Job Hazard Analysis Review (Work Team Reviews and Sign-O	Off)			
NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE
1.			21.		
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DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 015		
REVISION DATE:	REVISION #:		
July 13, 2022	1		
OWNER:			
Paragon Ventilation Ltd.			

Job/Task/Process										
I		FACILITY PROCESS AREA/CLIENT PROJECT:		PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A			
Paragon Ventilation Ltd	d.		Various Locations							
SCOPE OF WORK:	_							DURATION OF PROJECT/TASK:		
Lifting Material to Rooftop using Crane										
FHA LED BY (Print Name):		TITLE:			ORIGINA	L FHA DATE:		REVSION DATE:		
Dave Roth/Tim Hillier		Site S	Superintendent /HSE Adviso	or	Octob	per 3, 2018		July 13, 2022		
FHA REVIEWED BY (Print Name):		TITLE:			APPROV			TITLE:		
Bryan Eigner		H&S	rep		Robir	Martin/Bryan Eigner		Field Operations Mana	iger/H&S rep.	
Personal Protective Eq	uipment (PP	E)								
Head	□ Hard Hat			DOT Appro			☐ Oth	er·		
Ticau	☐ Side Impact	☐ Side Impact Hard Hat		☐ Lock-On-Life Support Helmet						
	□ Safety Glasses □ Goggles – Chemical □ Goggles – Dust		☐ Face Shield ☐ Welding Helmet ☐ Balaclava (FR)							
Eyes/Face/Neck						☐ Oth	☐ Other:			
	☐ Dust Mask			☐ PAPR/ Cartridge Type:			Птос	☐ Lock-On-Life Support Helmet		
Respiratory	☐ Half Face Respirator/Cartridge Type: ☐ Full Face AP Respirator/Cartridge Type:		I I SABA				Other:			
Ears/Hearing	☐ Ear Plug			☐ Double (Combination Ear Plugs & Ear Muffs)						
zaroj ricuring	☐ Ear Muff :			Other						
	☐ Cotton Gloves			□ Nitrile			☐ Che	emical		
Hands/Arms	☐ Leather Glo		ant	I I Impact Protection				stlets/Type:		
	☐ PVC ☐ Fire Retardant Coveralls/Uniform		☐ Impact Protection ☐ Thermal			Oth	☐ Other:			
			alls/Uniform	☐ Heat Reflec			□ FR F	Rain Suit		
Body	☐ Apron☐ Life Jacket/\	/oct		☐ Foul Weath ☐ Cool Vest	er Gear		☐ Che	emical Protective Clothing/Type:		
	☐ High Visibili			☐ Kevlar Cut F	Resistant S	Suits	☐ Tyv	ek/Type:		
							_			
Feet	☐ Safety Boots	s – Leath	er or Rubber	☐ Traction Aid	ds		☐ Oth	er:		
	All of the ab	ova sal	ections are potential requirem	onts DDE is t	ack wa	ather and substance sno	cific			
Note			ate PPE based on SWP's and SI		ask, WE	ather and substance spe	ciric.			
	Scient the a	Lhi ghi i	att i L basta sii sivi salia si							



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 015
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd	

	High Risk	Unacceptable, Will Reduce Risk, Action Required							
	Medium Risk	Undesirable, Take Risk Reduction Measures, Action Required							
	Low Risk	Acceptable, Reduce As Practical, No Further Action Required							
	Probability								
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable				
1) Catastrophic									
2) Critical									
3) Moderate									
4) Minor									
5) Marginal									
Decision Making Flow Chart – Where the final risk falls in one of these categories, this Decision Making Flow Chart WILL be met prior to work start.									
Risk of injury approved by HSSE Manager in conjunction with General Manager. Risk of Business Loss/Equipment Damage approved by Site Supervisor. Risk of injury, Business Loss/Equipment Damage approved by General Manager. Nanaged at Field Level Damage approved by General Manager. Damage approved by General Manager.				Managed at Field Level					



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:			
	FHA 015			
REVISION DATE:	REVISION #:			
July 13, 2022	1			
OWNER:				
Paragon Ventilation Ltd				

Deta	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1.	Secure work area	 Damage to equipment Injuries to workers or bystanders. Damage to material or building. 	М	S	E/A	 Pre-Job Meeting. Remove un-needed workers/equipment/materials from work area. Set up barriers around work area Equipment (Crane) inspection (to be completed by operator) Notify persons in general area Confirm all required permits are in place. Use spotter when moving crane into position. 	L
2.	Assist with Crane set up	 Damage to equipment Pinch points Back strain 	М	S	A/P	 Wear appropriate PPE for task Follow direction of crane operator/rigger Keep body parts out of potential pinch points Roll crane pads when possible Follow manual lifting SWP 	L
3.	Lift Materials/equipment to location	 Crane failure Workers struck by product Damage to building or equipment 	Н	S	A	 Keep area clear of all non-essential workers Follow instruction from competent rigger Constant communications between workers and crane operator. Never Stand under a hoisted load. Use tag line to control load Keep all body parts out of potential pinch points (never place hand between the slings and the equipment when lifting/lowering) Workers are not to be in an area where they could be crushed between the Hoisted load and other objects. 	М



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 015
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd.	

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E - Engineering A - Administration P - Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
						Place Materials or equipment hoisted on curb/ dunnage to ensure no damage to roof will occur.	
4.	Material/equipment taken from location	 Crane failure Workers struck by product Damage to building or equipment 	н	S	A	 Confirm material/equipment is not secured to the roof/structure to avoid damage when lifted. Keep area clear of all non-essential workers Follow instruction from competent rigger Constant communications between workers and crane operator. Never Stand under a hoisted load. Use tag line to control load Keep all body parts out of potential pinch points (never place hand between the slings and the equipment when lifting/lowering) Workers are not to be in an area where they could be crushed between the Hoisted load and other objects. 	М



	DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:			
	-		FHA 015		
	REVISION DATE:		REVISION #:		
	July 13, 2022		1		
	OWNER:				
Paragon Ventilation Ltd.					

Deta	Detailed Instruction (s)								
Basic Steps List steps required to complete task		Potential Hazards What hazards are involved in this step?		Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix		
5.	Crane tear down and leave site	 Damage to equipment Injuries to workers or bystanders. Property Damage Pinch Points Muscle strain 	Н	S	A/P	 Follow Direction of crane operator/rigger. Use barricade system Use spotters Keep body parts out of potential pinch points Follow Manual lifting SWP Only Certified operator to use equipment Wear appropriate PPE for task 			
6.	Clean up work area	Equipment or material left behind causing damage to buildings, persons or equipment	M	S	А/Р	 Inspect work area to confirm all materials/ garbage have been removed. Confirm all barricades that are no longer needed have been removed. 	L		



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 015					
REVISION DATE:		REVISION #:				
July 13, 2022		1				
OWNER:						
Paragon Ventilation Ltd.						

Λ	Middle Management		Froi	nt Line Management		HSE Representative			
NAME (Print) SIGNATURE DATE		NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE		
Formal Hazard Assessment Review (Work Team Reviews and Sign-Off)									
NAME (Print) SIGNATURE		DATE	NAN	NAME (Print)		SIGNATURE			
1.			21.						

NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE
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	DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:				
I		FHA 016				
I	REVISION DATE:		REVISION #:			
I	July 13, 2022	1				
	OWNER:					
I	Paragon Ventilation Ltd.					

Re-Fueling Equipment

Job/Task/Process										
FACILITY/CLIENT LOCATION:		FACILITY PROCESS AREA/CLIENT PROJECT:		PROJECT DATE:			JOB CODE /PERMIT #:	⊠ N/A		
All Locations and Facilities										
SCOPE OF WORK:	d Farriana and	<u>.</u>						DURATION OF PROJECT/TASK:		
Re-Fueling Vehicles and	a Equipment									
FHA LED BY (Print Name):	•	TITLE:	and the state of			INAL FHA DATE:		REVSION DATE:		
Jerry Shennan/Tim Hill	ier	•	pervisor/HSE Advisor		June 7, 2018			July 13, 2022		
FHA REVIEWED BY (Print Name):		TITLE:			APPROVED BY:			TITLE:		
Bryan Eigner		H&S	rep.		Robii	n Martin/Bryan Eigner		Field Operations Manage	er/H&S rep.	
Danis and Dust asting For	······································	· - \								
Personal Protective Eq	uipment (PP	E)								
Head	☐ Hard Hat			DOT Appro			☐ Othe	ther:		
Ticuu	☐ Side Impact Hard Hat			☐ Lock-On-Life Support Helmet						
	☐ Safety Glasses ☐ Goggles – Chemical		_							
Eyes/Face/Neck						☐ Other:				
	☐ Goggles – Dust		☐ Balaclava (FR)							
	☐ Dust Mask ☐ Half Face Respirator/Cartridge Type:		□SABA			□Lock	☐ Lock-On-Life Support Helmet			
Respiratory							Other:			
	☐ Full Face AP Respirator/Cartridge Type:		tor/Cartridge Type:	☐ SCBA						
Ears/Hearing	☐ Ear Plug ☐ Ear Muff :			☐ Double (Combination Ear Plugs & Ear Muffs)☐ Other						
zaroj ricuring										
	Cotton Gloves			□ Nitrile			⊠ Cher	⊠ Chemical		
Hands/Arms	☐ Leather Gloves☐ Puncture/Cut Resistant		ant	☐ Anti-vibration ☐ Impact Protection			☐ Wristlets/Type:			
	□ PVC			☐ Thermal		☐ Other:				
	☐ Fire Retardant Coveralls/Uniform ☐ Apron		☐ Foul Weather Gear			□FRR	☐ FR Rain Suit ☐ Chemical Protective Clothing/Type:			
Body										
	☐ Life Jacket/Vest☐ High Visibility Vest		☐ Cool Vest ☐ Kevlar Cut Resistant Suits		☐ Tyvek/Type:					
				in Nevial eat healstaine saids						
Feet	☐ Safety Boots – Leather or Rubber		er or Rubber	☐ Traction Aids		☐ Othe	Other:			
	•11 6.1									
Note			lections are potential requirem		ask, we	ather and substance specific.				
	Select the a	ppropr	iate PPE based on SWP's and M	1202.						



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:
	FHA 016
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd.	

	High Risk	High Risk Unacceptable, Will Reduce Risk, Action Required						
	Medium Risk	Undesirable, Take Risk Reduction Measures, Action Required						
	Low Risk	Acceptable, Reduce As Practical, No	Further Action Required					
Carra di		Probability						
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable			
1) Catastrophic	1	2	3	4	5			
2) Critical	2	4	6	8	10			
3) Moderate	3	6	9	12	15			
4) Minor	4	8	12	16	20			
5) Marginal	5	10	15	20	25			
Decision Making Flow Cha	art – Where the final risk falls in on	e of these categories, this Decision Mak	ing Flow Chart WILL be met prior to	o work start.				
Risk of injury approved by HSSE Manager in Risk of injury, Business Loss/Equipment Damage Managed at Field Level conjunction with General Manager. Risk of approved by General Manager. Business Loss/Equipment Damage approved								
by Site Super								

Three Year (Cycle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

Potential Consequences (For any incident or potential incident check all effects)							
Severity	Injury/Illness	Financial	Environmental Impact				
Catastrophic	Fatality	>\$10,000	Long Term Effects (reportable)				
Critical	Critical Permanent Impairment - serious illness		Owner Standard not met				
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)		Housekeeping not to Standard				
Minor Minor Injury First Aid		<\$1,000	Minimal Impact				
Marginal	Unsafe Act/Condition		None				



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:
	FHA 016
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd.	

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E - Engineering A - Administration P - Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1.	Park on jobsite	 Possible equipment or service vehicle collisions slips trips and falls 	6	S	E/A/P	 Spotter to have constant communication with operator (operator to stop If communication is interrupted. Park in a safe low traffic area. Clear path of travel prior to moving equipment. Be mindful of site conditions, and watch for changes in ground. 	15
2	 Equipment to approach service truck or Fueling Station proper shutdown of equipment 	 Pinch points vehicle rollaway, collisions with equip. etc. 	9	S	A/P	 Move equipment to safe area for servicing, both units to be parked on level ground. Shut down equipment Apply Park brake if applicable Wear all required PPE Watch for other equipment moving in area 	15
3	Fuelling of equipment	 Slips, trips, falls Fuel spills Chemical Hazards Back strain 	6	H/S	E/A/P	 Walk slowly with fuel nozzle Keep hands clear of the fuel nozzle trigger Never leave your fuel nozzle unattended Follow Manual lifting SWP if lifting jerrycan. Follow SDS sheets for safe handling of product, including PPE selection. Perform task in well ventilated area Use spill Trey if Possible/Practical Confirm Spill Kit is available if needed Report any Spills 	15 1



DOCUMENT CONTROL ID: CR		CRITICAL TASK NUMBER: FHA 016		
REVISION DATE:		REVISION #:		
July 13, 2022		1		
OWNER:				
Paragon Ventilation Ltd.				

Detailed Instruction (s)							
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
4	Completion of fuelling process	Slips, trips, fallsCrush potentialSpills	12	S	E/P	 Confirm spill kit is available if needed Ensure your footing Secure your fuel cap Walk around your equipment and ensure that area is clear to move. Use spotters when moving equipment 	15

Middle Management			Front Line Management			HSE Representative		
NAME (Print)	SIGNATURE	DATE	NAME (Print) SIGNATURE DATE		NAME (Print)	SIGNATURE	DATE	

Job Hazard Analysis Review (lob Hazard Analysis Review (Work Team Reviews and Sign-Off)								
NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE				
1.			21.						
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DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:
	FHA 016
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd.	

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DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA 017
REVISION DATE:	REVISION #:
July 13, 2022	1
OWNER:	
Paragon Ventilation Ltd.	

Job/Task/Process												
FACILITY/CLIENT LOCATION:			FACILITY PROCESS AREA/CLIENT PROJECT	T: PROJECT DATE:			JOB CODE /PERMIT #:					
All Locations												
SCOPE OF WORK: Driving								DURATION OF PROJECT/TASK:				
JHA LED BY (Print Name):		TITLE:			ODICINA	L JHA DATE:		REVSION DATE:				
Robin Martin/Tim Hilli	er		Operations Manager/HSE	Advisor				July 13, 2022				
JHA REVIEWED BY (Print Name):	<u>. </u>	TITLE:			APPROV	mber 25, 2017		TITLE:				
Bryan Eigner		H&S	rep.			Martin/Bryan Eigner		Field Operations Manager/H&S				
			•					•				
Personal Protective Eq	uipment (PPE	Ε)										
Head	☐ Hard Hat			☐ DOT Appro			☐ Oth	or:				
пеац	☐ Side Impact I	Hard Hat		☐ Lock-On-Lif	e Support	Helmet		ei.				
	☐ Safety Glasse	es		☐ Face Shield								
Eyes/Face/Neck	☐ Goggles – Ch ☐ Goggles – Du			☐ Welding Helmet ☐ Balaclava (FR)				☐ Other:				
		151										
Respiratory	☐ Dust Mask ☐ Half Face Res	snirator/	Cartridge Type:	☐ PAPR/ Cartridge Type: ☐ SABA			☐ Lock-On-Life Support Helmet					
Respiratory	_	•	or/Cartridge Type:	□ SCBA				☐ Other:				
	☐ Ear Plug			☐ Double (Combination Ear Plugs & Ear Muffs)								
Ears/Hearing	☐ Ear Muff :			☐ Other								
	☐ Cotton Glove			□ Nitrile			☐ Che	mical				
Hands/Arms	☐ Leather Glov		nt	☐ Anti-vibration ☐ Impact Protection			☐ Wristlets/Type:					
	PVC	t Nesista	iit	☐ Thermal				Other:				
	Fire Retardant Coveralls/Uniform		☐ Heat Reflective Suit			☐ FR Rain Suit						
Body ☐ Apron ☐ Life Jacket/Vest		☑ Foul Weather Gear ☐ Cool Vest			☐ Chemical Protective Clothing/Type:							
☐ High Visibility Vest		☐ Kevlar Cut Resistant Suits			∐ Ту∨€	ek/Type:						
Feet	Safety Boots Safety Boots	– Leathe	er or Ruhher		ds.		☐ Oth	er·				
1000	EN Suicty Doots	LCGUIT	a or madder	Z Huction Aid	<u>.</u>			C				
Note	All of the abo	ove sele	ections are potential requirem	ents. PPE is t	ask, we	ather and substance specific						
NOTE	Select the ap	propri	ate PPE based on SWP's and M	<mark>ISD</mark> S'.								



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA 017					
REVISION DATE:		REVISION #:				
July 13, 2022		1				
OWNER:						
Paragon Ventilation Ltd.						

	High Risk Unacceptable, Will Reduce Risk, Action Required										
	Medium Risk	Undesirable, Take Risk Reduction N	Undesirable, Take Risk Reduction Measures, Action Required								
	Low Risk	Acceptable, Reduce As Practical, No	Further Action Required								
Carranita			Probability								
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable						
1) Catastrophic	1	2	3	4	5						
2) Critical	2	4	6	8	10						
3) Moderate	3	6	9	12	15						
4) Minor	4	8	12	16	20						
5) Marginal	5	10	15	20	25						
Decision Making Flow Cha	art – Where the final risk falls in on	e of these categories, this Decision Mak	ing Flow Chart WILL be met prior to	o work start.							
Risk of injury approved by HSSE Manager in Conjunction with General Manager. Risk of Equipment Damage Approved by General Manager. Risk of injury, Business Loss/Equipment Damage Approved Approved by General Manager.											
by Site Super											

Three Year (Cycle)	Probability
Frequency	Definitions
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Severity	Injury/Illness	Financial	Environmental Impact						
Catastrophic	Fatality	>\$10,000	Long Term Effects (reportable)						
Critical	Permanent Impairment - serious illness	\$5,000 - \$10,000	Owner Standard not met						
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	\$1,000 - \$5,000	Housekeeping not to Standard						
Minor	Minor Injury First Aid	<\$1,000	Minimal Impact						
Marginal	Unsafe Act/Condition	0	None						



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA 017			
REVISION DATE:	REVISION #:			
July 13, 2022	1			
OWNER:				
Paragon Ventilation Ltd				

D	Petailed Instruction (s)								
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk	Health Risk – H	Sarety KISK – S Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used			
1		 Slippery Conditions Hazards hidden in snow Other vehicles Poor lighting Extreme cold weather conditions Vehicle breakdown 	9	S	E/A/P	 Regularly have parking lot cleared of snow Put down sand or gravel as required Wear proper foot wear and /or traction aids Leave room around vehicle to remove snow Park in lit area whenever possible Dress for the weather conditions (Toque/mittens/gloves) Complete vehicle inspection 	15		
2	Start and warm up vehicle	 Damage to vehicle engine Dead battery because of cold conditions Slippery surfaces 	9	S	E/A/P	 Plug in vehicles to keep motor warm Boost Vehicle if needed Use traction aids or place sand/gravel down in area 	12		
3		 Slipper surfaces Frostbite Poor lighting Dirty headlights Scraping knuckles when snow brush slips Dirty Headlights 	9	S	E/A/P	 Use traction aids or place sand/gravel down in area Dress for weather, take warm up breaks if needed Park in lit areas whenever possible Wear gloves when clearing snow Ensure that headlights are clean. 	12		
4	Drive venicle to location	 Poor or slippery road conditions Blowing snow Limited visibility when vehicles pass Inclement weather conditions Traveling to fast (trying to meet Time constraints) Running out of fuel 	3	S	E/A/P	 Do not drive if road conditions are to hazardous, check for travel information Travel at speeds that are safe for the road conditions Allow sufficient time to reach your destination Travel during daylight hours when possible Wear seatbelts at all times 	6		



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:			
	JHA 017			
REVISION DATE:	REVISION #:			
July 13, 2022	1			
OWNER:	•			
Paragon Ventilation Ltd.				

Detailed Instruction	n (s)		_						
	: Steps d to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix Health Risk – H Safety Risk – S Control Used		<u> </u>	Hierarchy of Controls E - Engineering A - Administration P - Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used			
	•	Stranded in vehicle for extended period of time	6			 Ensure that fuel level is above ¼ of a tank at all times Follow all traffic laws Ensure that you have a winter safety kit/method of communication. 	9		



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:				
	JHA 017				
REVISION DATE:	REVISION #:				
July 13, 2022	1				
OWNER:					
Paragon Ventilation Ltd.					

Winter Driving

Middle Management						Supe	rvisor		HSE Representative				
NAME (Print)	SIGNATURE		DATE	NAME (Pr	int) SIGNATU		JRE	DATE	NAME (Print)	SIGNATURE		DATE	
	-												
	Job Hazard Analysis Review (Work Team Reviews and Sign-Off)								SIGNA			D.A.T.C.	
NAME (P	rint)		SIGNATURE		DATE			E (Print)	SIGNA	TURE		DATE	
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DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA 018			
REVISION DATE:		REVISION #:		
July 13, 2022	July 13, 2022			
OWNER:				
Paragon Ventilation				

Job/Task/Process						
FACILITY/CLIENT LOCATION:		FACILITY PROCESS AREA/CLIENT PROJECT:		PROJECT DATE:	JOB CODE /PERMIT #:	⊠ N/A
Paragon Ventil	ation Ltd.					
SCOPE OF WORK:					DURATION OF PROJECT/TASI	К:
Removing Damper from	n Ventilation Syste	em				
JHA LED BY (Print Name):	TITLE:			ORIGINAL JHA DATE:	REVSION DATE:	
Rod Hoddinott/ Tim Hi	Ilier Fore	man/HSE Advisor		July 16, 2018	July 13, 2022	
JHA REVIEWED BY (Print Name):	TITLE:			APPROVED BY:	TITLE:	
Bryan Eigner	H&S	H&S rep.		Robin Martin/Bryan Eigner	Field Operations N	/lanager/H&S rep.
Personal Protective Eq	uipment (PPE)					
Head		at	☐ DOT Approv	oved Helmet fe Support Helmet	☐ Other:	
Eyes/Face/Neck Goggles – Chemical Welding		☐ Face Shield ☐ Welding He ☐ Balaclava (F	elmet	☐ Other:		
☐ Dust Mask ☐ Half Face Respirator/Cartridge Type: ☐ Full Face AP Respirator/Cartridge Type:		☐ PAPR/ Carti ☐ SABA ☐ SCBA	ridge Type:	☐ Lock-On-Life Support Helmet ☐ Other:		
Ears/Hearing	☐ Ear Plug ☐ Ear Muff :		☐ Double (Co	ombination Ear Plugs & Ear Muffs)		
Hands/Arms □ Cotton Gloves □ Leather Gloves ▷ Puncture/Cut Resistant □ PVC		ant	☐ Nitrile ☐ Anti-vibratio ☐ Impact Prot ☐ Thermal		☐ Chemical ☐ Wristlets/Type: ☐ Other:	
Body Fire Retardant Coveralls/Uniform		☐ Heat Reflective Suit☐ Foul Weather Gear☐ Cool Vest☐ Kevlar Cut Resistant Suits		☐ FR Rain Suit ☐ Chemical Protective Clothing/Ty ☐ Tyvek/Type:	/pe:	
Feet	☑ Safety Boots – Leath	ier or Rubber	☐ Traction Aid	ds	☐ Other:	
Note		lections are potential requirements		task, weather and substance specific	2.	



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: JHA 018	
REVISION DATE:		REVISION #:
July 13, 2022		2
OWNER:		
Paragon Ventilation	Ltd	,

Removing Damper from Ventilation System

	High Risk Unacceptable, Will Reduce Risk, Action Required				
	Medium Risk	Undesirable, Take Risk Reduc	tion Measures, Action Requi	red	
	Low Risk	Acceptable, Reduce As Praction	cal, No Further Action Requir	ed	
Carranitus			Probability		
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable
1) Catastrophic					
2) Critical					
3) Moderate					
4) Minor					
Decision Making Flow	Chart – Where the final risk	falls in one of these categories, t	this Decision Making Flow Cha	art WILL be met prior to work	start.
				Managed at Field Level	

Three Year (Cvcle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

by Site Supervisor.

Potential Consequ	Potential Consequences (For any incident or potential incident check all effects)							
Severity Injury/Illness Financi			Environmental Impact					
Catastrophic	Fatality	> 200,000	Long Term Effects (reportable)					
Critical	Permanent Impairment - serious illness	100,000 – 200,000	Medium Term Effect					
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	50,000 - 100,000	Short Term Effect					
Minor	Minor Injury First Aid	< 50,000	Minimal Impact					



DOCUMENT CONTROL ID:		CICAL TASK NUMBER: A 018
REVISION DATE:		REVISION #:
July 13, 2022	luly 13, 2022	
OWNER:		
Paragon Ventilation	Ltd	

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1.	Prepare Work Area	 Other Workers in area Electricity still on to unit Workers not on task awareness Unsatisfactory condition of equipment 	М	S	E/A	 Complete a Site-Specific Hazard Assessment. Communicate to others as to the task being performed Lock-out any energy sources/reference SWP on Electrical lock-out Complete any applicable inspections Ask foreman if unsure of task requirements. Confirm required Permits are in place. 	L
2.	Set up ladder and all necessary tools, equipment and material	 Falling off ladder Cuts to hands and arms Slips/trips/falls Other Workers in area Pinch points 	Н	S	E/A/P	 Reference SWP for ladder use Keep body parts out of potential pinch points Use of necessary PPE – determined on site specific hazard assessment Ask foreman if unsure Communicate to others as to the task being performed and hazards associated Clear work area of any un-needed tripping/slipping hazards. 	L
3.	Prep Material for removal, cut vent box (Damper inside Tee)	 Cuts and abrasions Falling off ladder Working in a tight space Other Workers in area Flying Debris 	н	S	E/A/P	 Use of necessary PPE – discuss on site specific hazard assessment Reference Ladder SWP Reference Procedure for Grinder use Keep hands and arms away from any sharp edges Be aware of changing hazards as task progresses Ask foreman if unsure or task requirements 	M



DOCUMENT CONTROL ID:		CICAL TASK NUMBER: A 018	
REVISION DATE:		REVISION #:	
July 13, 2022	3, 2022		
OWNER:			
Paragon Ventilation	Ltd.	,	

Deta	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E - Engineering A - Administration P - Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
						Communicate to others as to the task being performed	
4.	Remove Damper	 Falling objects Tight space to work Hot temperatures Other Workers in area 	н	S	E/A/P	 Use of necessary PPE – discuss on site specific hazard assessment Remove any burrs or sharp edges that can be removed. Stretch/ micro breaks if noticing discomfort Take cool down breaks if work area Is hot. Stay hydrated. Communicate to others as to the task being performed 	L
5.	Install Damper into new Tee.	 Falling objects Tight space to work Hot temperatures Working with Chemicals if required Other Workers in area 	Н	H/S	E/A/P	 Use of necessary PPE – discuss on site specific hazard assessment Keep hands and arms away from any sharp edges Take cool down breaks if work area is hot Stay hydrated Reference SDS sheet for specific product being used including PPE selection Communicate to others as to the task being performed Barricade off area if needed. Stretching/ microbreaks if noticing discomfort 	L



DOCUMENT CONTROL ID:		CAL TASK NUMBER: A 018	
REVISION DATE:		REVISION #:	
July 13, 2022		2	
OWNER:			
Paragon Ventilation	I+d		

Detailed Instruction (s)							
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
6.	Clean up Area	 Other Workers in area Material left behind could cause additional hazards 	М	s	E/A/P	 Communicate to others as to the task being performed Clean up work-site Wear appropriate PPE for task 	L
7.	Foreman or Designate closes out permit	Equipment not commissioned properly resulting in possible electrocution or fire	М	S	E/A/P	 Remove Lock-out Ensure equipment is commissioned by a competent person. 	L



DOCUMENT CONTROL ID:	-	ITICAL TASK NUMBER: IA 018		
REVISION DATE:		REVISION #:		
July 13, 2022		2		
OWNER:				
Paragon Ventilation	Ltd	1		

Job Hazard Analysis Review (\	Work Team Reviews and Sign-O	ff)			
NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE
1.			13.		
2.			14.		
3.			15.		
4.			16.		
5.			17		
6.			18.		
7.			19.		
8.			20.		
9.			21.		
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11.			23.		
12.			24.		



DOCUMENT CONTROL ID:		TICAL TASK NUMBER: A019		
REVISION DATE:		REVISION #:		
July 13, 2022		1		
OWNER:				
Paragon Ventilation	Ltd.			

Job/Task/Process							
FACILITY/CLIENT LOCATION:		FACILITY PROCESS AREA/	CLIENT PROJECT:	PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A
Paragon Ventil	ation Ltd.						
SCOPE OF WORK:	_					DURATION OF PROJECT/TASK:	
Installation of Wall Pro	p Exhaust Far	n					
FHA LED BY (Print Name): TITLE:				ORIGINAL FHA DATE:		REVSION DATE:	
-		Site Superintendent/F	ISE Advisor	January 7, 2019		July 13, 2022	
FHA REVIEWED BY (Print Name): TITLE:				APPROVED BY:		TITLE:	
Bryan Eigner H&S		H&S rep.		Robin Martin/Bryan Eig	ner	Field Operations Mar	nager/H&S rep.
Personal Protective Eq	uipment (PPE						
Head			☐ DOT Appro	ved Helmet	☐ Oth	or	
пеац	☐ Side Impact H	lard Hat	☐ Lock-On-Li	e Support Helmet		ei.	
		S	☐ Face Shield	☐ Face Shield			
Eyes/Face/Neck	Goggles – Che	oggles – Chemical		☐ Welding Helmet		Other:	
☐ Goggles – Dust		☐ Balaclava (☐ Balaclava (FR)				
	☐ Dust Mask		☐ PAPR/ Cart	☐ PAPR/ Cartridge Type:		☐ Lock-On-Life Support Helmet	
Respiratory		pirator/Cartridge Type:	☐ SABA		☐ Loc	• •	
	☐ Full Face AP R	Respirator/Cartridge Type:	☐ SCBA				
Forc/Hooring	☐ Ear Plug		☐ Double (Co	mbination Ear Plugs & Ear Muffs)			
Ears/Hearing	☐ Ear Muff :		☐ Other				
	Cotton Gloves		☐ Nitrile		☐ Che	mical	
Hands/Arms	☐ Leather Gloves		☐ Anti-vibrat			stlets/Type:	
,	□ Puncture/Cut □ PVC	Resistant	☐ Impact Pro ☐ Thermal	tection	☐ Oth	er:	
		t Coveralls/Uniform	☐ Heat Refle	tive Suit	Пср	Pain Suit	
Body	Apron			Foul Weather Gear		☐ FR Rain Suit ☐ Chemical Protective Clothing/Type:	
200.,	☐ Life Jacket/Ve ☑ High Visibility		☐ Cool Vest	Resistant Suits		ek/Type:	
	⊠ High Visibility	vest	Revial Cut	Nesistant Suits			
Feet ☐ Safety Boots – Leather or Rubber		☐ Traction Ai	☐ Traction Aids		er:		
Note		and the second s		cask, weather and substance	specific.		
	Select the appropriate PPE based on SWP's and SDS Sheets.						



DOCUMENT CONTROL ID:		ICAL TASK NUMBER: A019	
REVISION DATE:		REVISION #:	
July 13, 2022		1	
OWNER:			
Paragon Ventilation	I+d		

	High Risk	Unacceptable, Will Reduce	Risk, Action Required					
	Medium Risk	edium Risk Undesirable, Take Risk Reduction Measures, Action Required						
	Low Risk	ow Risk Acceptable, Reduce As Practical, No Further Action Required						
Committee			Probability					
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable			
1) Catastrophic								
2) Critical								
3) Moderate								
4) Minor								
Decision Making Flow	v Chart – Where the final risk	falls in one of these categorie	s, this Decision Making Flow Char	t <u>WILL</u> be met prior to wor	k start.			
Risk of injury approved by HSSE Manager in conjunction with General Manager. Risk of Business Loss/Equipment Damage approved by Site Supervisor.			sk of injury, Business Loss/Equip amage approved by General Mar		Managed at Field Level			

Three Year (Cvcle)	Probability		
Frequency	Definitions		
Frequent	Very likely to occur repeatedly		
Probable	Likely to occur several times		
Occasional	Likely to occur sometimes		
Remote	Not likely to occur, but possible		
Improbable	Probability cannot be distinguished from zero		

Potential Consequences (For any incident or potential incident check all effects)							
Severity	Severity Injury/Illness I Catastrophic Fatality >		Environmental Impact				
Catastrophic			Long Term Effects (reportable)				
Critical	Permanent Impairment - serious illness	100,000 – 200,000	Medium Term Effect				
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	50,000 - 100,000	Short Term Effect				
Minor	Minor Injury First Aid	< 50,000	Minimal Impact				



DOCUMENT CONTROL ID:	CUMENT CONTROL ID: CRIT	
REVISION DATE:		REVISION #:
July 13, 2022		1
OWNER:		
Paragon Ventilation Ltd		

Deta	Detailed Instruction (s)							
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix	
1.	Review Task and Complete Site- Specific Hazard assessment.	Workers improperly Informed Other Trades Impacted Un-satisfactory condition of equipment	М	S	Α	 Ensure clear instructions are provided to workers performing task Communicate to others as to the task being performed Use company equipment checklist to inspect equipment 	L	
2.	Assess & ready work area	Trip hazardsMaterial not needed in work area	М	S	A/P	 Workers aware of surroundings Housekeeping Confirm Inventory of needed material 	L	
3.	Position equipment & material	 Uneven surfaces Other workers in area Falling off ladder Improperly using material lifts Un-even floors or ground Muscle strain 	М	S	E/A/P	 Communicate to all workers Reference SWP's for ladder use and elevated work platform Ensure workers or equipment are capable of lifting load. Check manufacture's specs Use of necessary PPE as determined in SSHA Reference Manual lifting SWP 	L	
4.	Install in wall opening	Cuts and Abrasions to hands and arms Falls from ladders or elevated work platform	М	S	E/A/P	 Reference SWP's for ladder use and elevated work platform Ensure workers or equipment are capable of lifting load. Check manufacture's specs Use of necessary PPE as determined in SSHA Reference applicable SWP's for Ladder or EWP usage. 	L	



DOCUMENT CONTROL ID:	_	TICAL TASK NUMBER: A019	
REVISION DATE:		REVISION #:	
July 13, 2022		1	
OWNER:			
Paragon Ventilation Ltd			

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
5.	Install outside and inside flashing	 Working while arms extended causing fatigue Cuts and abrasions to hands, arms and face Working with chemicals Falls from heights 	М	S	E/A/P	 Use of necessary PPE as determined in SSHA Reference SDS sheet for specific chemical including PPE selection. Workers are to ask questions if unsure Reference applicable SWP's for Ladder or EWP useage. 	L
6.	Clean up area	 Workers in area Material left behind Unsatisfactory condition of work area 	М	S	A/P	 Housekeeping Extra material taken away Communicate hazards to all workers in area 	L
7.	Pass off for commissioning	Information incorrect to commissioning group	L	S	A	Clear and concise information provided	L



DOCOMENT CONTROL ID:		TICAL TASK NUMBER: A019		
REVISION DATE:		REVISION #:		
July 13, 2022		1		
OWNER:				
Paragon Ventilation	Ltd			

	Middle Manage	ement		Front Line Management					HSE Representative		
NAME (Print)	SIGNATURE	DATE	NAME (Prin	nt)	SIGNATUR	E	DATE	NAME (Print)	SIGNATURE	DATE	
Job Hazard An	alysis Review (W	/ork Team Reviews ar	nd Sign-Off	·)							
NAME	(Print)	SIGNATURE		DATE		NAM	IE (Print)	SI	GNATURE	DATE	
1.						13.					
2.						14.					
3.						15.					
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3.						20.					
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1.						23.					
2.						24.					



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 020	
REVISION DATE:		REVISION #:
owner: Paragon Ventilation	Ltd	

Demolish Ductwork

Job/Task/Process								
FACILITY/CLIENT LOCATION:		FACILITY PROCESS AREA/CLIEN	T PROJECT:	PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A	
Paragon Ventilation Lt	d.							
SCOPE OF WORK:						DURATION OF PROJECT/TASK:		
Demolish ductwork on	various jobsite	: S						
FHA LED BY (Print Name):	TI	ITLE:	- (ORIGINAL FHA DATE:		REVSION DATE:		
Bryan Eigner	Fi	ield Foreman		June 16, 2022				
FHA REVIEWED BY (Print Name): TITLE:		TLE:		APPROVED BY:		TITLE:		
Mark Gmeinweser Field Foreman		ield Foreman		Bryan Eigner		Health and Safety Rep		
Personal Protective Eq	uipment (PPE)							
Head	☑ Hard Hat		☐ DOT Approved		☐ Othe	or:		
пеаи	☐ Side Impact Har	rd Hat	☐ Lock-On-Life S	Support Helmet		zı .		
□ Safety Glasses		☐ Face Shield						
Eyes/Face/Neck	☐ Goggles – Chemical			☐ Welding Helmet		☐ Other:		
☐ Goggles			☐ Balaclava (FR)					
	☐ Dust Mask		☐ PAPR/ Cartrid	ge Type:	☐ Lock-On-Life Support Helmet			
Respiratory	☐ Half Face Respirator/Cartridge Type: ☐ Full Face AP Respirator/Cartridge Type:		☐ SABA			Other:		
	☐ Full Face AP Res	spirator/Cartridge Type:	☐ SCBA					
Ears/Hearing	☐ Ear Plug			oination Ear Plugs & Ear Muffs)				
zaro, ricaring	☐ Ear Muff :		☐ Other					
	☐ Cotton Gloves		☐ Nitrile		☐ Chemical			
Hands/Arms	☐ Leather Gloves ☐ Puncture/Cut Re		☐ Anti-vibration ☐ Impact Protec		☐ Wristlets/Type:			
	□ PVC	coloculte	☐ Thermal		☐ Othe	er:		
☐ Fire Retardant Coveralls/Uniform		Heat Reflectiv		□ FR R	Rain Suit			
Body	☐ Apron☐ Life Jacket/Vest		☐ Foul Weather ☐ Cool Vest	Gear		mical Protective Clothing/Type:		
☐ High Visibility Vest		☐ Kevlar Cut Res	sistant Suits	☐ Tyve	ek/Type:			
		_			-			
Feet ⊠ Safety Boots – Leather or Rubber		☐ Traction Aids		☐ Othe	er:			
	011 - 6 + 1 1		DDE:	li conseile sur sur di scole se	:6:-			
Note		•		sk, weather and substance sp				
	select the appr	ophate PPE based on SWP	s, and sheets, afte Req	uirements, and other applica	abie Hazards.			



DOCUMENT CONTROL ID:	CRITICA	ICAL TASK NUMBER: FHA 020		
REVISION DATE:		REVISION #:		

Demolish Ductwork

	High Risk Unacceptable, Will Reduce Risk, Action Required					
	Medium Risk	dium Risk Undesirable, Take Risk Reduction Measures, Action Required				
	Low Risk	Acceptable, Reduce As Practic	al, No Further Action Require	d		
Carranitar			Probability			
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable	
1) Catastrophic						
2) Critical						
3) Moderate						
4) Minor						
5) Marginal						
Decision Making Flow	Chart – Where the final risk t	falls in one of these categories, t	his Decision Making Flow Char	t <u>WILL</u> be met prior to work s	tart.	
Manager in Manager. F	ry approved by HSSE conjunction with General lisk of Business ment Damage approved ervisor.		of injury, Business Loss/Equip age approved by General Mar		Managed at Field Level	

Three Year (Cvcle)	Probability
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

Potential Consequences (For any incident or potential incident check all effects)						
Severity	Injury/Illness	Financial	Environmental Impact			
Catastrophic	Fatality	> 200,000	Long Term Effects (reportable)			
Critical	Permanent Impairment - serious illness	100,000 – 200,000	Medium Term Effect			
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	50,000 - 100,000	Short Term Effect			
Minor	Minor Injury First Aid	< 50,000	Minimal Impact			



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 020
REVISION DATE:	REVISION #:

Demolish Ductwork

Deta	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1.	Confirm system being demolished via review of blueprints/job site.	Demolishing incorrect system/Property Damage	М	S	E/A	 Review blueprint and job site, chase systems as required to confirm the which system is intended to be demolished. Submit RFI if system cannot be clearly identified. 	L
2.	Communicate with other trades, and/or building maintenance workers as to when, and what systems will be removed.	 Setting off building alarms Interference with active systems Live Systems 	M	H/S	E/A	 Communicate with other trades via email or trade meetings. Communicate with building maintenance directly or through prime contractor. Follow Electrical, and Electrical Lockout SWP for systems which are not demolished live. 	L
3.	Inspect work area and fill out site specific Hazard assessment.	 Missing/ not identifying hazards and leaving workers at risk of injury. 	н	H/S	А	Supervising worker to complete or review SSHA and confirm that all applicable hazards have been identified and reasonably controlled. SSHA to be updated if conditions change, or new hazards are learned.	М
4.	Clear out any unneeded items/materials from work area	Ergonomic HazardsSharp EdgesChemicals	M	H/S	E/A/P	 Lift corner of large items to get an estimate for item weight, use sufficient manpower to Safely lift heavy, large, or awkward items. Use mechanical aid when possible/practical. Wear PPE as noted in SSHA 	L



REVISION DATE: REVISION #:	DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 020
	REVISION DATE:	REVISION #:

Demolish Ductwork

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
5.	Protect any surfaces which could be damaged from demolition	Property DamageSharp Edges	M	S	E/A/P	 Cover dust sensitive equipment with poly, or blankets. Cover easily damaged surfaces with ram board or plywood. 	L
6.	Inspect all tools and Equipment being used	Tool/Equipment Failure	М	H/S	E/A	 Inspect all tools and equipment being used for damage including Cracks, Bends, Breaks, Missing prongs on Cords, Cuts/Tears on cords, Missing Guards Etc. Repair or replace as required Formal Inspection required for any Man Lifts and Fall Protection equipment being used. 	L
7.	Set up work area, Ladders, Lifts, Genies etc.	 Other workers in area Pinch Points Ergonomic Hazards 	M	S	A/P	 Use Barricades as needed and/or warn other workers in area of hazards. Use correct body placement to ensure all body parts are outside of potential pinch points. Communicate with all workers involved. Use 2 workers to position large ladders or equipment such as lifts, genies, or other mechanical aids. 	L
8.	Add Temporary Hangers as needed.	 Falling materials Property Damage Falls from Heights Flying Debris Sharp Edges 	н	S	E/A	 Confirm existing hangers are sufficient to support the sections of the existing ductwork to remain once demolished section is removed. Add hangers as required. Follow SWP for Ladders, Scaffolds or lifts pending which is being used. 	L



REVISION DATE: REVISION #:	DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA 020
	REVISION DATE:	REVISION #:

Demolish Ductwork

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
						Wear PPE as determined in SSHA	
9.	Cut and remove section(s) of ductwork	 Flying Debris Sharp Edges Loud Noise Pinch Points Falling Materials Falls from heights 	М	H/S	E/A/P	 Wear PPE as determined in SSHA Use correct body placement to ensure all body parts are outside of potential pinch points. Ensure material is secure and will not fall, this can be done through the addition of hangers, other workers holding the ductwork, or mechanical lifting devices. Active communication between all workers involved. Follow SWP for Ladders, Scaffolds or lifts pending which is being used. 	L
10.	Lower ductwork to floor	 Flying Debris Sharp Edges Pinch Points Ergonomic Hazards Falling Materials Falls from heights 	Н	H/S	E/A/P	 Wear PPE as determined in SSHA Use correct body placement to ensure all body parts are outside of potential pinch points. Use Mechanical Lifting devices where possible/Practical. Ensure Materials are controlled and cannot fall, this can be done via mechanical lifts or workers handling materials manually Follow SWP for Ladders, Scaffolds or lifts pending which is being used. 	М



DOCUMENT CONTROL ID:	CRIT	ICAL TASK NUMBER: FHA 020	
REVISION DATE:		REVISION #:	
owner: Paragon Ventilation	Ltd		

Demolish Ductwork

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
11.	Repeat steps 4-10 until work scope is complete.	See steps 4-10				See Steps 4-10	
12.	Clean up work area	 Sharp Edges Pinch Points Flying Debris Property Damage 	М	H/S	A/P	 Wear PPE as determined in SSHA Use correct body placement to ensure all body parts are outside of potential pinch points. Remove any protection placed to ensure any sensitive equipment can be ventilated. 	

Middle Management			Front Line Management			HSE Representative				
NAME (Print) SIGNATURE DATE		NAME (Print)	SIGNATURE DATE		NAME (Print)	SIGNATURE	DATE			
Job Hazard Analys	Job Hazard Analysis Review (Work Team Reviews and Sign-Off)									

Job Hazard Analysis Review (V	ob Hazard Analysis Review (Work Team Reviews and Sign-Off)									
NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE					
1.			13.							
2.			14.							
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6.			18.							
7.			19.							
8.			20.							

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9.		21.	
10.		22.	
11.		23.	
12.		24.	



DOCUMENT CONTROL ID:	CRIT	ICAL TASK NUMBER: FHA021	
REVISION DATE:		REVISION #: 1	
owner: Paragon Ventilation	Ltd.		

Job/Task/Process							
FACILITY/CLIENT LOCATION:	. 1.1	FACILITY PROCESS AREA/CLIE	ENT PROJECT:	PROJECT DATE:		JOB CODE /PERMIT #:	⊠ N/A
Paragon Ventilation Fig	eld						
SCOPE OF WORK: Sheet Metal Worker Fi	eld Tasks					DURATION OF PROJECT/TASK:	
FHA LED BY (Print Name):		TITLE:	ORIGIN	AL FHA DATE:		REVSION DATE:	
Bryan Eigner		Health and Safety Admir	. • . • •	ch 16, 2023			
FHA REVIEWED BY (Print Name):		TITLE:	APPROV	•		TITLE:	
Dave Roth		Site Foreman	Brya	n Eigner		Health and Safety Admir	nistrator
		,	_				
Personal Protective Eq	uipment (PPE						
Head	☐ Hard Hat		DOT Approved Helm		☐ Othe	er:	
	☐ Side Impact H	ard Hat	☐ Lock-On-Life Suppor	t Helmet	-		
Free /Free /Neels	Safety Glasses □ Consider Char		☐ Face Shield				
Eyes/Face/Neck	☐ Goggles – Che☐ Goggles – Dus		☐ Welding Helmet☐ Balaclava (FR)		☐ Othe	er:	
	☐ Dust Mask		☐ PAPR/ Cartridge Typ	e:			
Respiratory	☐ Half Face Resp	pirator/Cartridge Type:	☐ SABA		☐ Lock ☐ Othe	-On-Life Support Helmet	
	☐ Full Face AP R	espirator/Cartridge Type:	☐ SCBA				
Ears/Hearing	☐ Ear Plug		☐ Double (Combinatio	n Ear Plugs & Earmuffs)			
	☐ Earmuffs:		☐ Other				
	☐ Cotton Gloves ☐ Leather Glove		☐ Nitrile ☐ Anti-vibration		☐ Chei		
Hands/Arms	□ Puncture/Cut		☐ Impact Protection		☐ Wris	stlets/Type:	
	☐ PVC	t Coveralls/Uniform	☐ Thermal ☐ Heat Reflective Suit				
D. de	Apron	t Coveralis/Uniform	☐ Foul Weather Gear			ain Suit	
Body	Life Jacket/Ve		☐ Cool Vest	6.11		mical Protective Clothing/Type: ek/Type:	
	☐ High Visibility	vest	☐ Kevlar Cut Resistant	Suits			
Feet	☑ Safety Boots -	- Leather or Rubber	☐ Traction Aids		☐ Othe	er:	
		1 11 1 11 11					
Note		selections are potential rec propriate PPE based on SWI	uirements. PPE is task, weat	ner, hazard, and subst	ance specific.		
	beleet the app	orophate FFE based on SWI	s and 303 sheets.				



DOCUMENT CONTROL ID:	CRIT	ICAL TASK NUMBER: FHA021	
REVISION DATE:	REVISION #: 1		
owner: Paragon Ventilation	Ltd		

	High Risk	Unacceptable, Will Reduce Ri	Unacceptable, Will Reduce Risk, Action Required Undesirable, Take Risk Reduction Measures, Action Required						
	Medium Risk	Undesirable, Take Risk Reduc							
	Low Risk	Acceptable, Reduce As Practical, No Further Action Required							
Constitut			Probability						
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable				
1) Catastrophic									
2) Critical									
3) Moderate									
4) Minor									
5) Marginal									
Decision Making Flow	v Chart – Where the final risk	falls in one of these categories,	his Decision Making Flow Cha	rt <u>WILL</u> be met prior to work s	start.				
Manager ii Manager. I	ory approved by HSSE on conjunction with General Risk of Business Oment Damage approved		of injury, Business Loss/Equip age approved by General Ma		Managed at Field Leve				

Three Year (Cvcle)	Probabilitv
Frequency	Definitions
Frequent	Very likely to occur repeatedly
Probable	Likely to occur several times
Occasional	Likely to occur sometimes
Remote	Not likely to occur, but possible
Improbable	Probability cannot be distinguished from zero

Potential Consequ	Potential Consequences (For any incident or potential incident check all effects)									
Severity	Severity Injury/Illness Financial									
Catastrophic	Fatality	> 200,000	Long Term Effects (reportable)							
Critical	Permanent Impairment - serious illness	100,000 – 200,000	Medium Term Effect							
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	50,000 - 100,000	Short Term Effect							
Minor	Minor Injury First Aid	< 50,000	Minimal Impact							



DOCUMENT CONTROL ID:	CRIT	ICAL TASK NUMBER: FHA021	•
REVISION DATE:		REVISION #: 1	
owner: Paragon Ventilation	Ltd	•	

Det	Detailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1.	Arrive on Site and Complete Orientation	 Parking Uneven ground. Overhead hazards. Debris in eyes. Sharp Edges. Loud Noise. Splinters. Equipment operating in area. Worker gets lost. Unknown Site Hazards and Safety Rules Sign in/out Requirements 	Med.	H/S	A/P	 Confirm with site contact where available parking is. Use caution when crossing uneven ground. Wear PPE as required by applicable hazards and site requirements. Obey all signage/barricade requirements. Make eye contact with operator and ensure it is safe to cross paths with equipment. Confirm directions to site office with site contact and ask for direction if lost/unsure. Pay attention to the Site Orientation to ensure you are aware of any site specific hazards and any Safety rules. If you have any questions, ask the facilitator of your orientation. Review the sign in/out requirements for site with orientation facilitator/ Paragon site foreman. 	Low
2.	Review your current task and complete a Field level hazard assessment.	 Unknown hazards. Unknown controls. Unknown work procedures. Unknown PPE requirements. Changing hazards/conditions/tasks 	Med.	H/S	А	 Review the task you are going to perform and evaluate what hazards you will be facing. Review the Hazards you will be facing and evaluate what controls will need to be implemented to protect yourself from the hazards. Review any applicable "FHA's for the work you are to perform" and document it on your FLHA. 	Low



	DOCUMENT CONTROL ID:	TICAL TASK NUMBER: FHA021				
	REVISION DATE:		REVISION #: 1			
	OWNER:					
Paragon Ventilation Ltd.						

Det	Detailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
						 Review What PPE will be required to perform the task safely and still follow site requirements. Update or create a new FLHA if hazards/conditions/tasks change. Ensure all workers are Fit For Duty, and able to perform the task at hand. 	
3.	Set up work area. (Clear out space of unneeded items, move material/tools to space)	 Slips/Trips/Falls. Loud Noise. Sharp Edges. Overhead Hazards. Others working in area. Man/material lift malfunction. Strains/Sprains Poorly lit work area 	High.	H/S	E/A/P	 Identify any slip/trip/fall hazards in the area, remove the hazard if possible. Wear PPE as determined in FLHA. Communicate tasks/hazard with other workers in area. Determine if barricades will be required to keep other workers out of area. Follow all applicable safe work practices/procedures. Inspect all tools and equipment. Only competent operators to use tools/equipment. Use Carts/Mechanical lifts when possible/practical. Team-lift large/heavy items. Stretch prior to performing strenuous work. Take micro/stretch breaks when noticing discomfort. Use Task specific lighting as required. 	Med.



	DOCUMENT CONTROL ID:	CRIT	CRITICAL TASK NUMBER:			
			FHA021			
	REVISION DATE:		REVISION #: 1			
	OWNER:					
Paragon Ventilation Ltd.						

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
4.	Assemble duct on floor.	 Loud noises. Sharp edges. Defective power tools. Flying debris. Hot Work. Working in Awkward Positions. Sprains/strains. Line of fire hazards when hammering or cutting. Ground Conditions. 	Med.	H/S	E/A/P	 Wear PPE as determined in FLHA. Inspect Power tools prior to use, ensure they are in good working order, and that all guards are functioning and in place. Red tag and remove unsafe tools from service (fill out a defective tool form and return tool to shop). Complete a Hot Work Permit and follow the requirements listed. Wear Knee pads if kneeling for any length of time. Stretch as needed. Get assistance moving any large or heavy items. Keep body parts out of line of fire when hammering and cutting. Clear floor of any debris you may be kneeling on, or laydown plywood to provide a smooth base to work from. 	Low.
5.	Layout and install Hangers	 Falls from heights. Improper anchors. Sharp edges. Loud Noise Falling debris. Power tool malfunctions. Pinch Points. 	Med.	H/S	E/A/P	 Wear PPE as determined in FLHA. Follow legislative/Paragon/Prime contractor requirements for the use of fall protection/arrest. Inspect ladders/lifts prior to use. Confirm with Foreman/manufacturer if the anchors being used are correct for the type of installation. 	Low.



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: FHA021		
REVISION DATE:		REVISION #: 1	
owner: Paragon Ventilation	Ltd		

Deta	Detailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
						 Position body away from falling debris when hammer drilling above. Inspect power tools prior to use. Be aware of Hand Placement. 	
6.	Install Ductwork	 Falls from heights. Sprains/Strains. Sharp edges. Loud Noises Chemical hazards from sealants. Pinch points. Heavy/Awkward Lifts Equipment failure/improper use. Others in area. 	High.	H/S	E/A/P	 Wear PPE as determined in FLHA. Follow legislative/Paragon/Prime contractor requirements for the use of fall protection/arrest. Inspect Ladders/Lifts prior to use. Use mechanical aid to lift materials whenever possible/practical. Team lift large/Heavy items. Stretch prior to strenuous lifting/awkwardly contorting body. Review SDS sheets for the sealant being used. Keep hands out of duct joints/ communicate with other workers when moving ductwork. Follow Safe lifting techniques. Inspect equipment and review user manual for safe use of equipment. Notify other workers of the hazards in the area. 	Med.
7.	Clean up work area	 Slips/Trips/Falls. Sharp edges. Loud Noises Improper disposal of garbage. Pinch Points. 	Med.	H/S	A/P	 Wear PPE as determined in FLHA. Remove any possible slip/trip/fall hazards. Confirm where garbage is to be thrown out with foreman/prime contractor. Keep body parts out of potential pinch points. 	



DOCUMENT CONTROL ID:	CRIT	TICAL TASK NUMBER:		
	FHA021			
REVISION DATE:		REVISION #: 1		
OWNER:				
Paragon Ventilation	Ltd.	,		

Detailed Instruction	on (s)						
	i ic Steps ired to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
		Dust from Sweeping.Unnecessary barricades.Overhead hazards				 Use sweeping compound if sweeping is creating airborne dust. Remove any unneeded barricades. Notify workers working above of your intention to cross underneath them, and confirm it is safe to cross below them. 	

Middle Management		Front Line Management			HSE Representative			
NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE

Job Hazard Analysis Review (Work Team Reviews and Sign-Off)							
NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE		
1.			13.				
2.			14.				
3.			15.				
4.			16.				
5.			17				
6.			18.				
7.			19.				
8.			20.				

PARAGON Ventilation Ltd.	Fo	rmal Hazard	Assessment	DOCUMENT CONTROL ID: REVISION DATE: OWNER: Paragon Ventilation I	CRITICAL TASK NUMBER: FHA021 REVISION #: 1
Our Name Stands For Excellence					Ltd.
9.			21.		
	•				

9.		21.	
10.		22.	
11.		23.	
12.		24.	



Job/Task/Process

Formal Hazard Assessment

DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER:	
REVISION DATE:		REVISION #:
OWNER:		
Paragon Ventilation	Ltd	1

Working On Top Of Cooler

FACILITY/CLIENT LOCATION:		FACILITY PROCESS AREA/CLIENT PROJECT	:	PROJECT DATE:		JOB CODE /PERMIT #:	□ N/A
Paragon Ventilation							
SCOPE OF WORK:						DURATION OF PROJECT/TASK:	
Installing ductwork abo	ove coolers						
FHA LED BY (Print Name):	TITLE:			ORIGINAL FHA DATE:		REVSION DATE:	
Bryan Eigner	Heal	th and Safety Admin.		April 28, 2023			
FHA REVIEWED BY (Print Name):	TITLE:			APPROVED BY:		TITLE:	
Jordan Kelly-Phillips	Site	Foreman		Bryan Eigner		Health and Safety Admin.	
Personal Protective Eq	uipment (PPE)						
Head			DOT Approv		☐ Othe	or:	
Tieuu	Side Impact Hard Ha	it	Lock-On-Life	e Support Helmet			
			☐ Face Shield				
Eyes/Face/Neck	☐ Goggles – Chemical☐ Goggles – Dust		☐ Welding Helmet☐ Balaclava (FR)		☐ Othe	☐ Other:	
	☐ Goggles – Dust		☐ Balaciava (F	·K)			
	☐ Dust Mask		PAPR/ Cartridge Type:		□ Lock	-On-Life Support Helmet	
Respiratory	☐ Half Face Respirator		□ SABA		☐ Othe	• •	
	☐ Full Face AP Respira	tor/Cartridge Type:	SCBA				
Ears/Hearing	☐ Ear Plug			mbination Ear Plugs & Earmuffs)			
zaro, ricaring	☐ Earmuffs:		Other				
	☐ Cotton Gloves		Nitrile		☐ Cher	nical	
Hands/Arms	☐ Leather Gloves ☐ Puncture/Cut Resist:	ant	☐ Anti-vibration ☐ Impact Prot			tlets/Type:	
	PVC	ant	☐ Thermal	ection	☐ Othe	r:	
	Fire Retardant Cove	ralls/Uniform	☐ Heat Reflec	tive Suit	☐ FR R	oin Suit	
Body	☐ Apron		☐ Foul Weath	er Gear		nical Protective Clothing/Type:	
Body	☐ Life Jacket/Vest		☐ Cool Vest		☐ Tyve		
	☐ High Visibility Vest		☐ Kevlar Cut F	Resistant Suits		.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
Feet	☐ Safety Boots – Leath	ier or Rubber	☐ Traction Aid	ds	☐ Othe	ır:	
				· ·			
Nata	All of the above se	lections are potential requirem	ents. PPE is t	ask, hazard, weather, and subs	stance specific.		
Note	Select the appropr	iate PPE based on SWP's and SI	OS Sheets.				



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: 022
REVISION DATE:	REVISION #:
OWNER:	

Working On Top Of Cooler

	High Risk	Unacceptable, Will Reduce Ri	isk, Action Required					
	Medium Risk	Undesirable, Take Risk Reduction Measures, Action Required						
	Low Risk	Acceptable, Reduce As Practi	Acceptable, Reduce As Practical, No Further Action Required					
Constitut			Probability					
Severity	1) Frequent	2) Probable	3) Occasional	4) Remote	5) Improbable			
1) Catastrophic								
2) Critical								
3) Moderate								
4) Minor								
5) Marginal								
Decision Making Flow	Chart – Where the final risk	falls in one of these categories,	this Decision Making Flow Char	t WILL be met prior to work st	art.			
Manager in Manager. F	ry approved by HSSE n conjunction with General Risk of Business ment Damage approved ervisor.		of injury, Business Loss/Equip nage approved by General Mar		Managed at Field Level			

Three Year (Cvcle) Probability			
Frequency	Definitions		
Frequent	Very likely to occur repeatedly		
Probable	Likely to occur several times		
Occasional	Likely to occur sometimes		
Remote	Not likely to occur, but possible		
Improbable	Probability cannot be distinguished from zero		

Potential Consequ	Potential Consequences (For any incident or potential incident check all effects)						
Severity	Injury/Illness	Financial Environmental Impa					
Catastrophic	Fatality	> 200,000	Long Term Effects (reportable)				
Critical	Permanent Impairment - serious illness	100,000 – 200,000	Medium Term Effect				
Moderate	Recordable Injury (Lost Time, Restricted Work, Medical Aid)	50,000 - 100,000	Short Term Effect				
Minor	Minor Injury First Aid	< 50,000	Minimal Impact				



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: 022
REVISION DATE:	REVISION #:
OWNED:	

Working On Top Of Cooler

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
1.	Plan daily Tasks and complete a Site- specific Hazard Assessment	Unknown hazards	н	H/S	E/A/P	Review the task at hand as well as the work site conditions and complete a hazard assessment. Include the PPE requirements for the task, and any Safe work procedures being followed.	М
2.	Access the work area on top of cooler.	 Access ladder condition. Weight limits of the cooler top. 	н	S	E/A	 Complete a visual inspection of the access ladder prior to use. If an extension ladder is used for access, ensure the top and bottom of the ladder are secured, or have a second worker hold the ladder while ascending/descending. Confirm the weight limits of the cooler top with the prime contractor. If the cooler is not rated for personnel access, shoring or other means of support will be required. 	L
3.	Working on the Cooler Top	 Working near leading edge. Weight limits of the cooler top Openings in cooler top Falling from heights Workers working below 	н	S	E/A/P	 If a guard rail is not present, set up a bump line at a distance of 6'(2M) from the edge of the cooler (a bump line can be rope with tags or caution/danger tape). Any workers in the area between the bump line and the leading edge must use a fall protection or travel restraint system, except for access/egress use. When Storing materials on cooler top, space the materials out to avoid overloading the cooler. 	М



DOCUMENT CONTROL ID:	CRITICAL TASK NUMBER: 022
REVISION DATE:	REVISION #:
OWNER:	

Working On Top Of Cooler

OWNER:	
Paragon Ventilation Ltd.	•

Det	ailed Instruction (s)						
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix
						 Do not have workers gather in close areas as this may overload the cooler top. All openings in the cooler top must be covered with min. ¾" thick plywood marked as hole covers. Or the areas must be barricaded off with Danger tape including tags which read OPEN HOLES. Workers must use a fall protection system if they are working within the "safe zone" from a ladder that if tipped could land them into the "control zone". Cover openings or set up a control zone below to prevent any items from being dropped through openings in the cooler top on to others working below. 	
4.	Clean up and leave site.	 Other workers un-aware of open holes. Material rolling off cooler. 	Н	S	A	 Before leaving area, ensure that all hole openings are either covered or barricaded. Secure any material to prevent it from rolling. Store material away from leading edge. 	L



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owner: Paragon Ventilation	Ltd		

Working On Top Of Cooler

Detailed Instruction (s)								
	Basic Steps List steps required to complete task	Potential Hazards What hazards are involved in this step?	Initial Risk Refer to Risk Matrix	Health Risk – H Safety Risk – S	Control Used	Hierarchy of Controls E – Engineering A – Administration P – Personal Protective Equipment (PPE) Hazard Control Describe the precautions that will be used	Final Risk Refer to Risk Matrix	

Middle Management			Fro	nt Line Management		HSE Representative		
NAME (Print)	SIGNATURE	DATE	NAME (Print) SIGNATURE DATE			NAME (Print) SIGNATURE DATE		

Job Hazard Analysis Review (Work Team Reviews and Sign-Off)									
NAME (Print)	SIGNATURE	DATE	NAME (Print)	SIGNATURE	DATE				
1.			13.						
2.			14.						
3.			15.						
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