

Hazard mapping exercise for safety committees

Objectives:

1. Define what constitutes a hazard.
2. Identify common workplace hazards.
3. Understand the controls concept and differentiate between elimination, substitution, engineering, administrative, and personal protective equipment controls.
4. Identify workplace solutions to hazards.

Materials needed:

- Poster-sized paper or flip chart sheets
- Colored markers (with several different colors)
- Post-It note pads (each a different color)

Duration:

30-60 minutes

Group size:

20 or less

Supporting materials:

- Hierarchy of controls handout (saif.com/S1271)
 - **Hazard:** A condition, practice, or act that could result in injury or illness.
- Prioritizing a hazard (saif.com/S1292)

Instructor:

Before starting, review the hierarchy of controls with the group using the handout.

Exercise instructions:

1. Break into groups of three to five people. Provide each group with a large piece of poster paper and several different colored markers. You should also provide one Post-It note pad to each team; each team's pad should be a different color.
2. Instruct each group to draw a floor plan of a specific department/facility on the poster paper; this floor plan should include equipment, utensils, tools, etc. The exercise works best if all teams draw the same department/facility. Give them 5 to 10 minutes.
3. After each group has drawn their plan, instruct them to identify hazards associated with each piece of equipment, drawing on their experience and knowledge of hazards.

Teams can mark each hazard with a different color of marker from the one used to sketch out the floor plan. Remember that hazards can be physical, but they can also be behavioral, so let them be creative. Give them 5 to 10 minutes.

4. Now select one hazard and have each team come up with as many controls as they can based on the hierarchy of controls categories. Teams can use Post-It notes to mark the controls—one control per note. Each team should use a different color of Post-It note. Give them 5 minutes.
5. Using a whiteboard, chalkboard, or flip chart easel, list all teams and let them bring up their Post-It notes. There should be pre-marked categories of elimination, substitution, engineering, administrative, and PPE. Each team must put each control (remember only ONE control per Post-It note!) into the correct category. Assign points to each team and track progress:

Elimination:

100 points

Substitution:

80 points

Engineering:

50 points

Administrative:

30 points

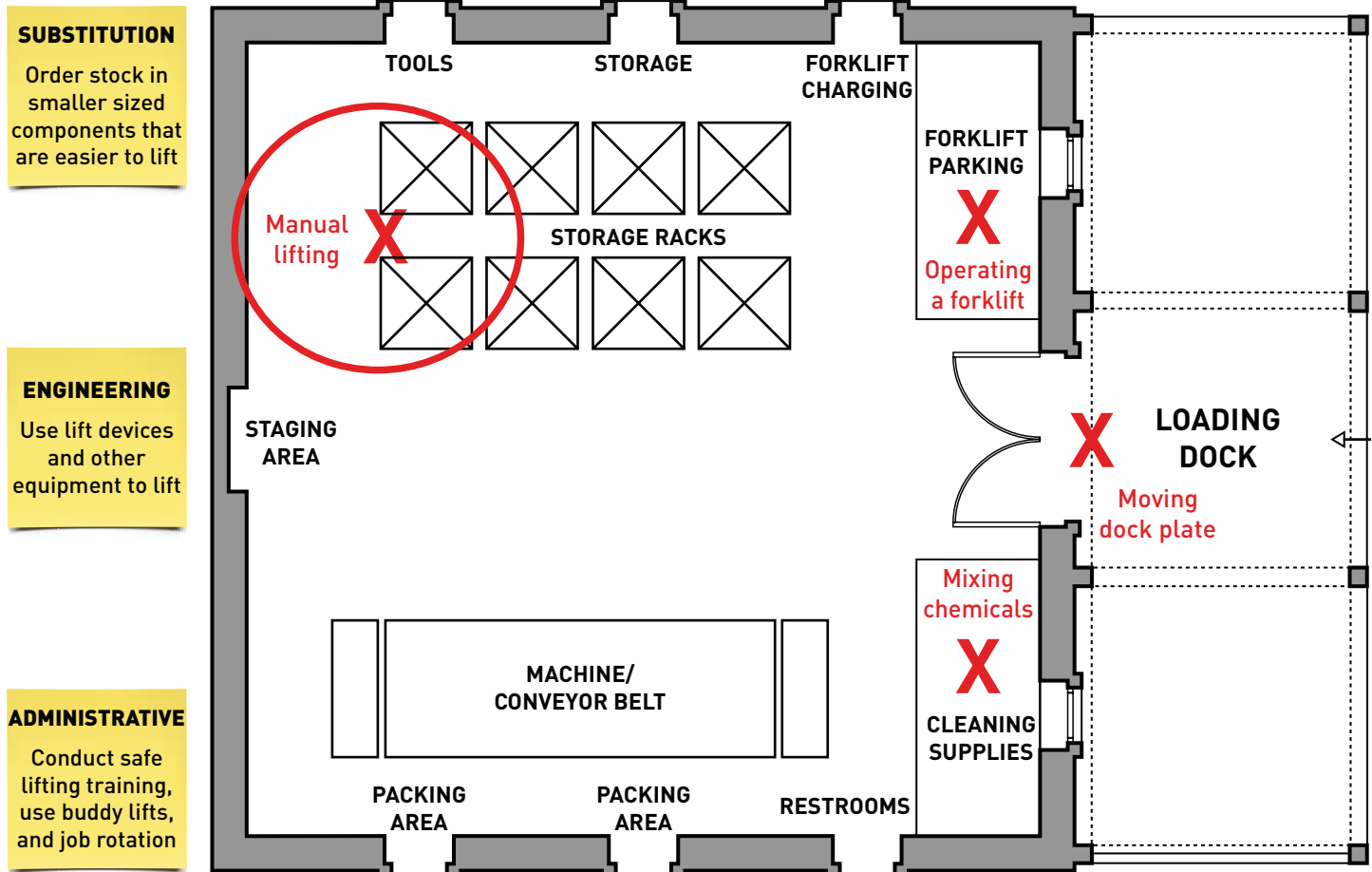
Personal protective equipment (PPE):

10 points

Judge the entries

Let the group as a whole judge each Post-It note. If you aren't sure what they meant by what is written, ask them to explain further. It stimulates great discussion about controls and often results in creative solutions. You can offer a prize to the winning team if you want, or the prize can be the joy of being the reigning safety champion for the day.

WAREHOUSE (sample floor plan)



TOTAL POINTS = 160

LEGEND: X = Hazard identified O = Selected hazard [Yellow Box] = Controls identified