

What should my formal hazard assessment system include to meet the COR Audit Requirements?

**B.1a** - Each company should have all positions identified in either an organizational chart, or a human resources data base. From this list the Company may group the common positions into disciplines such as “Administrative Staff” for formal hazard assessment purposes if it is clear which positions fall into those groups. With this list the company should build their job/task inventory.

**B.1b** - Each position or discipline verified to have been identified for the formal hazard assessment program should then be associated to tasks they would perform as part of their job function. The question is not verifying that the list of tasks is all inclusive (as an external person may not know all tasks a position/discipline is required to perform). There must be tasks identified for each position or discipline.

*NOTE: Job descriptions outlining responsibilities and tasks are not a formal hazard assessment or task inventory, unless there are specific tasks that have matched up to formal hazard assessments.*

**B.1c1** - Have formal hazard assessments (company can name them whatever they want, i.e. JSA, JTA, JHA, FHA, etc.) been developed for each task identified in B.1b and have both the health and safety hazards associated with each of those tasks been identified.

*NOTE: Often companies focus on safety hazards, or listing the hazard outcomes (i.e. electrocution, slips, falling, cuts, etc.) rather than the items that could cause those outcomes (i.e. live electricity, cords or poor housekeeping, working from a ladder, sharp edges of a piece of equipment, etc.).*

*The formal hazard assessment does not have to specify whether they believe a hazard is safety or health, this should be defined within the program itself. Auditors should be able to make the distinction based on their training.*

**B.1c2** - Does the company apply a risk ranking of at least 2 factors to each identified hazard? For each task (B.1b) that had hazards listed, has each identified hazard had a risk assessment applied?

For example: Task is mixing drilling fluids: hazards are - inhalation of vapors, manual mixing, chemical exposure to skin, chemical reactions, uneven work surfaces, environmental harm, and well control issues (improper mixing).

Each hazard may pose a different severity and probability. Each hazard requires its own specific control measures, and therefore each hazard needs to have its own risk assessment.

*NOTE: DO NOT assess the job steps with hazards identified in groups. DO NOT just apply an overall risk assessment to the task.*



## FORMAL HAZARD ASSESSMENTS AUDITOR/EMPLOYER INFO SHEET

**B.1c3** - Is there any indication of what the risk values assigned to each task mean in terms of applying risk measures?

For example: In B.1c2 you have identified the hazard for mixing drilling fluids - uneven work surfaces as a severity of 3 and a probability of 4 for a total risk priority of 12. Have you defined anywhere what a 12 means versus the hazard of inhalation of vapors which was rated as a 9?

**NOTE:** *It is not expected that the company revise their hazards into a list by level of risk assigned after completing the risk assessment. The company may choose to have a separate critical task list identified, however this is out of the scope of the Audit requirements.*