

Shop Hazard Assessment



Shop Name: _____

Assessor: _____ Date: _____

Shop Coordinator: _____ Phone: _____

Building/Rm #: _____ Department: _____

The Shop Coordinator or their designee will conduct and certify the Shop Hazard Assessment. EH&S personnel are available to assist and may be contacted at ehs@csun.edu or (818) 677-2401. The Shop Coordinator is responsible for ensuring the PPE identified in this Shop Hazard Assessment is being used properly by all shop personnel.

Hazard identification should be an ongoing process in the shop, and the shop will take active steps to eliminate or control all of the identified hazards using the Hierarchy of Hazard Controls described in [Chapter 5](#) of the [CSUN Shop Safety Manual](#).

1. Use this form to identify the tasks in the shop that expose users to hazards. Hazards may include physical hazards like noise, hot work (welding, brazing, grinding, etc.), rotating equipment, electricity, compressed gases, and chemical hazards (flammable, toxic, corrosive, or reactive solids and liquids). The Shop Hazard Assessment will assist in identifying activities where personal protective equipment (PPE) is required to protect shop users from hazardous exposures.

Check the “YES” box if the activities on the following pages are performed in the shop being assessed.

2. For each activity being performed, fill in which processes or tools fall under that activity. Check the applicable boxes to indicated the specific required PPE. Use the “Notes” section for additional information as needed.
3. Sign and file this form as part of the Shop Safety Plan.

Section 1 – Physical Hazards					
*Minimum PPE:		Safety glasses.	Long pants or equivalent.	Closed-toe shoes.	No loose clothing, jewelry, or hair.
	YES	Activity	Processes/Tools	Potential Hazards	PPE
1	<input type="checkbox"/>	Working with rotating equipment.		Injury from being struck, injury from getting caught in moving parts	<input type="checkbox"/> Minimum PPE* Notes:
2	<input type="checkbox"/>	Lifting >50 pounds.		Musculoskeletal injury such as sprains or strains	<input type="checkbox"/> Minimum PPE* Notes:
3	<input type="checkbox"/>	Working with saws or other cutting equipment		Cuts, lacerations, amputations, repetitive motion injury	<input type="checkbox"/> Minimum PPE* Notes:
4	<input type="checkbox"/>	Working with compressed gases.		Asphyxiation, inhalation of toxic gases, injury from rapid pressure release or falling cylinder, injury from hose whipping during unregulated release.	<input type="checkbox"/> Minimum PPE* Notes:
5	<input type="checkbox"/>	Working with an apparatus containing materials under pressure or vacuum, including air compressors.		Injury from being struck, hearing loss, injury to skin, eyes, or tissue, injury from hose whipping during unregulated release.	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Face shield <input type="checkbox"/> Gloves Notes:

Section 1 – Physical Hazards					
*Minimum PPE: Safety glasses. Long pants or equivalent. Closed-toe shoes. No loose clothing, jewelry, or hair.					
	YES	Activity	Processes/Tools	Potential Hazards	PPE
6	<input type="checkbox"/>	Working with exposed or disassembled electrically powered equipment during maintenance or repair.		Electric shock	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Coveralls <input type="checkbox"/> Insulated gloves <input type="checkbox"/> Electrical isolation mat Notes:
7	<input type="checkbox"/>	Working with exposed high voltage.		Electric shock, arc flash.	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Arc flash garments & overalls <input type="checkbox"/> Insulated gloves/boots <input type="checkbox"/> Electrical isolation mat Notes:
8	<input type="checkbox"/>	Working with power or hand tools.		Cuts, lacerations, injury from getting caught in moving parts, strain, contusions, broken bones, skin /eye/tissue injury, electric shock, repetitive motion injury	<input type="checkbox"/> Minimum PPE* Notes:
9	<input type="checkbox"/>	Working with hand tools on sharp sided materials (such as wood or metal) or equipment.		Cuts, lacerations, amputations, repetitive motion injury	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Gloves Notes:
10	<input type="checkbox"/>	Working with machines or equipment that produce noise above 85 dBA.		Hearing/ear damage	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Hearing protection (ear plugs or muffs) Notes:

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YES	Activity	Processes/Tools	Potential Hazards	PPE	
11	<input type="checkbox"/>	Working with welding equipment (Exposure to welding fumes, noise, electric arcs, and/or UV radiation).		Conjunctivitis, corneal damage, skin burns, flash burns, hearing/ear damage, welding fume fever, electric shock	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Welder's hood, face shield, and/or goggles with proper shades. <input type="checkbox"/> Leather safety-toed shoes <input type="checkbox"/> Head cover <input type="checkbox"/> Hearing protection (ear plugs or muffs) <input type="checkbox"/> Approved respirator with HEPA cartridges or supplied air Notes:
12	<input type="checkbox"/>	Working with fine powders.		Inhalation of particulates or toxic materials, eye injury, dust explosion hazard	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Approved respirator with HEPA cartridges or supplied air. <input type="checkbox"/> Chemical-resistant gloves Notes:
13	<input type="checkbox"/>	Working with grinders.		Injury from being struck, eye damage, inhalation of particulates or toxic materials	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Approved respirator with HEPA cartridges or supplied air Notes:

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	YES	Activity	Processes/Tools	Potential Hazards	PPE
14	<input type="checkbox"/>	Working with furnaces, kilns, open flame, or other hot equipment.		Skin burns, respiratory burns, cataracts	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Thermally insulated gloves/clothing <input type="checkbox"/> Long sleeves <input type="checkbox"/> Face shield Notes:
15	<input type="checkbox"/>	Working with scalding liquids.		Skin burns, respiratory burns, cataracts	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Thermally insulated gloves/clothing <input type="checkbox"/> Long sleeves <input type="checkbox"/> Face shield <input type="checkbox"/> Safety goggles Notes:
16	<input type="checkbox"/>	Working with sharps (e.g., razor blades, X-acto knives)		Cuts, lacerations	<input type="checkbox"/> Minimum PPE* Notes:
17	<input type="checkbox"/>	Working on elevated surfaces, platforms, ladders, suspension devices, or harnesses		Injury from falls, blunt force trauma, positional asphyxiation	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Fall arrest harness <input type="checkbox"/> Appropriate gloves <input type="checkbox"/> Safety-toed shoes <input type="checkbox"/> Hard hat Notes:

Section 1 – Physical Hazards					
*Minimum PPE:					
		Safety glasses.	Long pants or equivalent.	Closed-toe shoes.	No loose clothing, jewelry, or hair.
	YES	Activity	Processes/Tools	Potential Hazards	PPE
18	<input type="checkbox"/>	Working with any quantity of flammable solvents/materials when there are reasonable ignition sources present; or working in areas where flammable concentrations of vapors or gas may be present.		Burns, injury from being struck, explosion hazard, inhalation of toxic vapors	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Thermally insulated gloves and/or clothing <input type="checkbox"/> Face shield <input type="checkbox"/> Respiratory protection Notes:
19	<input type="checkbox"/>	Working with power industrial lifts (forklifts, jacks, scissor lifts)		Injury from falls, being struck, crushed, or caught between, blunt force trauma.	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Safety-toed shoes <input type="checkbox"/> Hard hat Notes:
20	<input type="checkbox"/>	Working with simulation eyewear, darkrooms, or other simulators.		Motion sickness, vomiting, disorientation, injury from collision	<input type="checkbox"/> Minimum PPE* (except for safety glasses when eyewear is used) Notes:
21	<input type="checkbox"/>	Working in confined spaces. **Requires specific training and records per CSUN's Confined Space Entry Program **		Atmospheric toxicity, flammability, or explosivity, asphyxiation, heat illness, becoming trapped or suffocated.	<input type="checkbox"/> Minimum PPE* <input type="checkbox"/> Respiratory protection <input type="checkbox"/> Long sleeves <input type="checkbox"/> Face shield <input type="checkbox"/> Safety-toed shoes <input type="checkbox"/> Hard hat Notes:

Next Page – Section 2: Chemical Hazards

Section 2 – Chemical Hazards					
†Minimum chemical PPE:		Safety glasses (goggles if there is a splash potential).	Long pants or equivalent, long-sleeved shirt, chemical resistant shop coat, overalls, or apron with closed-toe shoes.	Chemical-resistant gloves appropriate for the chemical being used (consult SDS)	No loose clothing, jewelry, or hair.
	YES	Activity	Processes/Tools	Potential Hazards	PPE
1	<input type="checkbox"/>	Working with degreasers, corrosives, or other toxic liquids.		Inhalation of toxic fumes/vapors, skin or eye damage, poisoning or damage through skin contact	<input type="checkbox"/> Minimum chemical PPE[†] <input type="checkbox"/> Respiratory protection <input type="checkbox"/> Safety goggles (or safety glasses and a face shield) Notes:
2	<input type="checkbox"/>	Working with machine oils, coolant, etc.		Inhalation of toxic fumes/vapors, skin or eye damage, poisoning or damage through skin contact	<input type="checkbox"/> Minimum chemical PPE[†] <input type="checkbox"/> Respiratory protection <input type="checkbox"/> Safety goggles (or safety glasses and a face shield) Notes:
3	<input type="checkbox"/>	Working with a spill kit.		Injury or irritation to skin and eyes, inhalation of particulates or toxic fumes/vapors	<input type="checkbox"/> Minimum chemical PPE[†] <input type="checkbox"/> Shoe covers as needed <input type="checkbox"/> Safety goggles (or safety glasses and a face shield) <input type="checkbox"/> Respiratory protection <input type="checkbox"/> Other PPE as needed according to spilled material's SDS or SOP Notes:

Section 2 – Chemical Hazards					
†Minimum chemical PPE:		Safety glasses (goggles if there is a splash potential).	Long pants or equivalent, long-sleeved shirt, chemical resistant shop coat, overalls, or apron with closed-toe shoes.	Chemical-resistant gloves appropriate for the chemical being used (consult SDS)	No loose clothing, jewelry, or hair.
	YES	Activity	Processes/Tools	Potential Hazards	PPE
4	<input type="checkbox"/>	Working with flammable solvents or other flammable materials.		Burns, inhalation of toxic fumes/vapors, explosion	<input type="checkbox"/> Minimum chemical PPE[†] <input type="checkbox"/> Respiratory protection <input type="checkbox"/> Safety goggles (or safety glasses and a face shield) <input type="checkbox"/> Flame-resistant shop coat or overalls Notes:
5	<input type="checkbox"/>	Working with lithium-ion or lithium-polymer batteries.		Burns, inhalation of toxic fumes/vapors	<input type="checkbox"/> Minimum chemical PPE[†] <input type="checkbox"/> Non-conductive garments, gloves, or shoes Notes:

Comments:	
Assessor Signature:	Date:
Shop Coordinator Signature:	Date: