

Factors - Indirect Cause Reference Sheet Examples

Those substandard acts, procedures and conditions that set the stage for the incident.

People	Material	Environment	System	Work Process
Failure to follow procedure	Inadequate guards or barriers	Noise	Policies/Procedures	Work Flow Design
Training/Experience	Labelling	Visibility/Illumination	Plans/Written Instructions	Worker selection, work procedures
Failure to Lockout/Tag out	Inadequate PPE	Toxic Gases, fumes, dusts	Legislation/Best Practices	Production pressure
Removing Safety Devices	Substandard Materials	Weather	Standards and Specifications	Lack of control over work pace
Using defective equipment	Defective Tools/Equipment	Temperature	Notices of Contravention	Controls and safety devices on equipment
Supervision/Leadership	Equipment Failure	Chemical/Biological	Lack of Inspections	Improper/No Lockout
Unsafe Work Practices	Engineering, Design, Purchasing	Awareness of surroundings/ changing conditions	Inadequate resources allocated to health and safety	Availability of appropriate tools and materials
Failure to use PPE	Machine Design	Workplace overcrowded, awkward/static postures	Safety precautions	Maintenance
Authority to operate equipment	Right tool for task	Normally safe work procedure unsafe	Inadequate Training	New/Modified Procedures
Failure to warn/secure	Hazardous substance	Time of day/shift/week	Inadequate Orientation	Housekeeping
Rushing	Not used according to operating instructions	Walking Surfaces	Inadequate Supervisor	Work Area
Improper lifting	Wrong vehicle, machinery, equipment, material used	Ventilation	Abuse/misuse	Ergonomics
Mental/Physical stress or fatigue /Risk Taking		Radiation Exposure	Inadequate Maintenance	Servicing Equipment in Operation

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Factors - Root Cause Reference Sheet Examples

Root cause are fundamental flaws in the Employer's Health and Safety Management System. Root cause often explain why indirect causes (substandard acts and conditions were allowed to exist).

People	Material	Environment	System	Work Process
Lack of a Health and Safety Program	Lack of and/or Inadequate Workplace Inspections	Lack of Emergency Response Program and Procedures	Lack of hazard and risk identification process	Inadequate or lack of safe operating procedures, practices, guidelines, safety policy
Inadequate Leadership and/or supervision	Lack of Purchasing Controls	Lack of a Personal Protective Equipment Program	Lack of and/or inadequate Incident reporting and investigations	Lack of a Preventative Maintenance Program
Lack of a Training and/or Orientation Program for all Employees	Lack of Material Management	Lack of a Hazardous Substance Program - Chemical and Biological	Lack of a properly functioning Legislated Occupational Health Committee or Representative	Lack of Service Management
Lack of Group and Personal Communication	Inadequate Engineering	Lack of Health and Hygiene Control	Lack of Engineering and Change Management	Inadequate Work Standards
Lack of Tool Box/Safety Meetings			Lack of Job Hazard Analysis	Lack of System Evaluation and Continuous Improvement
Lack of Functioning Accountability Process for			Lack of control measure implementation	Lack of employee involvement

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Safety/Allowing unsafe Behaviors				
Lack of Hiring and Placement Criteria				

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