

# TOOL ONE

## Controls analysis and verification table

### Guidance:

Use the following considerations when verifying that controls are in place and that they are suitable and effective in mitigating risk. Refer to this list only as an aid during control analysis and verification, since it is not exhaustive.

CONTROL TYPE	EXAMPLES	CONSIDERATIONS WHEN VERIFYING CONTROL
<b>Engineering controls</b>	<ul style="list-style-type: none"> <li>• Mechanical ventilation</li> <li>• Machine guarding</li> <li>• Electrical or mechanical interlocks</li> <li>• Photo eye or light curtain</li> <li>• Drone, robotic or wearable technology</li> <li>• Physical barriers</li> </ul>	<ul style="list-style-type: none"> <li>• List of all electrical interlocks to check.</li> <li>• Mechanical guarding is secure and requires tool to remove.</li> <li>• Barriers are appropriate for the hazard they are meant to protect against.</li> <li>• Use of technology is appropriate for working environment.</li> <li>• Use of technology does not add undue additional risk.</li> </ul>
<b>Administrative controls</b>	<ul style="list-style-type: none"> <li>• Training</li> <li>• Policy or procedure</li> <li>• Pre-task inspection</li> <li>• Peer review</li> </ul>	<ul style="list-style-type: none"> <li>• Method to track training requirements by job title or position.</li> <li>• Method to validate training effectiveness such as competency tests.</li> <li>• Method to validate procedure in the field.</li> <li>• Pre-task inspection covers all critical safety elements.</li> </ul>
<b>Personal protective equipment</b>	<ul style="list-style-type: none"> <li>• Selected based on hazard and exposure potential</li> <li>• Examples include protection for hearing, respiratory, eye, face, hands, body and feet</li> </ul>	<ul style="list-style-type: none"> <li>• Comply with personal protective equipment manufacturer's recommendation for inspecting and replacing personal protective equipment.</li> <li>• Ensure variety of personal protective equipment size and fit to accommodate entire workforce.</li> <li>• Validate that workers use personal protective equipment as intended.</li> </ul>
<b>Management Oversight</b>	<ul style="list-style-type: none"> <li>• Ensuring workers follow controls</li> <li>• Conducting field "spot checks"</li> <li>• Engagement with workers on safety concerns</li> </ul>	<ul style="list-style-type: none"> <li>• Method to document and communicate results of "safety walks" or leadership engagements in the field.</li> <li>• Continuous sharing of lessons learned throughout the work activity.</li> <li>• Follow up with worker on actions taken on safety concerns.</li> </ul>
<b>Cultural</b>	<ul style="list-style-type: none"> <li>• Stop work authority and actual use</li> <li>• Near miss reporting systems</li> <li>• Peer-to-peer safety coaching</li> </ul>	<ul style="list-style-type: none"> <li>• Cross-training employees to recognize hazards outside their work area.</li> </ul>