



LearnSafe

SELF-ASSESSMENT TOOL



SKILLS READY SELF-ASSESSMENT TOOL - SAFETY



Review your self-assessment, how ready are you?

Reflect on your strengths and the areas you feel you are not yet meeting expectations. What steps can you take to improve your understanding of workplace safety?

Research the ways that you can prepare yourself to become more ready for the work place.

Represent yourself! Refer to the attributes that you feel best demonstrate your understanding of workplace safety when preparing a resume or speaking with future employers.

ACTIVITY	KNOWLEDGE/ HAZARDS	1 NOT YET MEETING EXPECTATIONS	2 APPROACHING MEETING EXPECTATIONS	3 MEETING EXPECTATIONS	4 EXCEEDING EXPECTATIONS
KNOW HOW TO WORK SAFELY	Knowledge of Safety Regulations	I don't know what Personal Protective Equipment is or where it will be needed and cannot identify hazards. I do not know or follow safety procedures.	I recognize the need for Personal Protective Equipment and can identify work site hazards. I can follow safety procedures when directed.	I recognize the need for Personal Protective Equipment and can identify work site hazards. I always follow safety procedures and am actively involved in contributing to a safety-first workplace.	I am independently pursuing training to increase my ability to lead safety procedures (for example, First Aid Training).
	Knowledge of Safe Work Practices	I do not know the risks associated with the workplace.	I must be reminded of the risks and safe work practices when working on my own or with others.	I demonstrate that I know and can describe risks. I apply safe work practices when working on my own or with others.	I demonstrate that I know and can describe risks. I apply safe work practices when working on my own or with others.
VISIBILITY , DUST AND FUMES	Breathing, vision and equipment damage.	I don't know what Personal Protective Equipment is needed when working in poor visibility, dust and fumes or where it will be needed and cannot identify hazards. I do not know or follow safety procedures regarding poor visibility, dust and fumes. I do not know the risks associated with working in poor visibility, dust and fumes.	I recognize the need for Personal Protective Equipment when working in poor visibility, dust, and fumes and can identify work site hazards. I can follow safety procedures when working in poor visibility, dust and fumes when directed. I must be reminded of the risks and safe work practices when working in poor visibility, dust and fumes.	I recognize the need for Personal Protective Equipment and can identify work site hazards when working in poor visibility, dust and fumes. I always follow safety procedures when working in poor visibility, dust and fumes and am actively involved in contributing to a safety-first workplace. I demonstrate that I know and can describe risks when working in poor visibility, dust and fumes. I apply safe work practices when working on my own or with others.	I always wear Personal Protective Equipment and can identify work site hazards when working in poor visibility, dust and fumes. I always use PPE for dust and fumes i.e. mask, glasses. I always use dust suppression – wet, broom. I always follow safe work procedures for any hazardous materials i.e. silica and slurry.



SKILLS READY SELF-ASSESSMENT TOOL - SAFETY



ACTIVITY	KNOWLEDGE/ HAZARDS	1 NOT YET MEETING EXPECTATIONS	2 APPROACHING MEETING EXPECTATIONS	3 MEETING EXPECTATIONS	4 EXCEEDING EXPECTATIONS
WALKING ON UNEVEN GROUND	Slip, trip, fall.	I do not know the risks associated with walking on uneven ground.	I must be reminded of the risks and safe work practices when walking on uneven ground.	I recognize that I always need to be aware of my surroundings and not to run on uneven ground.	I always practice good housekeeping. Materials stored in defined spaces. Waste in defined areas. Follow orientations outlining problem areas and procedures.
SCAFFOLD & ELEVATED WORK / PLATFORMS & LADDERS	Material dropping on workers, public pedestrians walking by. Workers could fall from elevation.	<p>I don't know what Personal Protective Equipment is or where it will be needed when working off Scaffold/ Elevated work Platforms/ Ladders and cannot identify hazards.</p> <p>I do not know or follow safety procedures.</p> <p>I do not know the risks associated with working off Scaffold/ Elevated work Platforms/Ladders.</p>	<p>I recognize the need for Personal Protective Equipment when working on Scaffold/ Elevated work Platforms/Ladders and can identify work site hazards.</p> <p>I can follow safety procedures when directed when working off Scaffold/ Elevated work Platforms/Ladders.</p> <p>I must be reminded of the risks and safe work practices when working on Scaffold/ Elevated work Platforms/Ladders.</p>	<p>I recognize what specialized Personal Protective Equipment is needed when working on Scaffold/ Elevated work Platforms/Ladders and can identify work site hazards.</p> <p>I always follow safety procedures when working on Scaffold/ Elevated work Platforms/Ladders and am actively involved in contributing to a safety-first workplace.</p> <p>I demonstrate that I know and can describe risks when working on Scaffold/ Elevated work Platforms/ Ladders. I apply safe work practices when working on Scaffold/ Elevated work Platforms/Ladders.</p>	<p>I am independently pursuing Fall Protection and elevated work platform training to increase my ability to work safely at heights.</p> <p>All elevated work platforms operated by qualified workers. Restraint used in elevated work platforms.</p> <p>I delineate work areas to avoid contact with overhead objects.</p> <p>I install hoarding tunnels the entire way around the building for sidewalk pedestrian traffic, fencing and Scaff-Net.</p> <p>I always use the correct ladder for the job.</p>



SKILLS READY SELF-ASSESSMENT TOOL - SAFETY



ACTIVITY	KNOWLEDGE/ HAZARDS	1 NOT YET MEETING EXPECTATIONS	2 APPROACHING MEETING EXPECTATIONS	3 MEETING EXPECTATIONS	4 EXCEEDING EXPECTATIONS
POWER TOOLS, HAND TOOLS & MACHINERY	Cuts, sprains, ligament, pinch points, crushed or material damage.	<p>I don't know what Personal Protective Equipment is to be used when operating Power Tools, Hand tools and Machinery or where it will be needed and cannot identify hazards.</p> <p>I do not know or follow safety procedures for power/hand tools.</p> <p>I do not know the risks associated with operating power/hand tools.</p>	<p>I recognize the need for Personal Protective Equipment when operating Power Tools, Hand tools and Machinery and can identify work site hazards associated with the task.</p> <p>I can follow safety procedures when directed if using power/hand tools.</p> <p>I must be reminded of the risks and safe work practices when working with power/hand tools.</p>	<p>I wear appropriate Personal Protective Equipment when operating Power Tools, Hand tools and Machinery and can identify work site hazards.</p> <p>I always follow safety procedures and manufactures specifications when using power/hand tools.</p> <p>I am actively involved in contributing to a safety-first workplace.</p> <p>I demonstrate that I know and can describe risks. I apply safe work practices when working with power/hand tools.</p>	<p>I always use Power Tools, Hand tools and Machinery and equipment as per manuals or work procedure.</p> <p>I always use appropriate PPE when operating.</p> <p>I always ensure all guards are in place and machinery is in good working order.</p> <p>I always ensure work area is clean, level and well lit.</p>
GROUND FAULT INTERRUPTER (GFI)	Electrical shock	I do not know the risks associated with electrical shock.	I must be reminded of the risks and safe work practices when working with electricity.	I always follow electrical safety procedures.	I am actively involved in testing all the cords on site and follow the WorkSafe BC assured grounding program.



SKILLS READY SELF-ASSESSMENT TOOL - SAFETY



ACTIVITY	KNOWLEDGE/ HAZARDS	1 NOT YET MEETING EXPECTATIONS	2 APPROACHING MEETING EXPECTATIONS	3 MEETING EXPECTATIONS	4 EXCEEDING EXPECTATIONS
STACKING OF MATERIALS / MANUAL MATERIAL HANDLING	MSI/Sprains, strains, slips/ trips.	<p>I do not know or follow safety procedures when stacking materials.</p> <p>I do not know the risks associated with material handling.</p>	<p>I can follow safety procedures when stacking materials.</p> <p>I must be reminded of the risks associated with material handling.</p>	<p>I always follow safety procedures when stacking materials and am actively involved in contributing to a safety-first workplace.</p> <p>I demonstrate that I know and can describe risks associated with material handling.</p>	<p>I use mechanical methods if possible when handling material.</p> <p>Team movements when items are too heavy for one person to move/lift.</p> <p>Adopt good manual techniques and proper lifting techniques.</p>
MOBILE EQUIPMENT / VEHICLES	<p>Deliveries and Material moving. Struck with moving vehicles. Collision between vehicles. Pinch Points crushed between.</p>	<p>I don't know how to work safety around mobile equipment and cannot identify hazards.</p> <p>I do not know or follow safety procedures regarding PPE and working around Mobile Equipment.</p>	<p>I recognize the need for High Visibility and signaling the operator while working around mobile equipment.</p> <p>I can follow safety procedures for working around Mobile Equipment when directed.</p> <p>I must be reminded of the risks and safe work practices when working around mobile equipment.</p>	<p>I wear Personal Protective Equipment and can identify work site hazards.</p> <p>I always follow safety procedures and am actively involved in contributing to a safety-first workplace around mobile equipment.</p> <p>I demonstrate that I know and can describe risks. I apply safe work practices when working on my own or with others.</p>	<p>I am independently pursuing training for my Traffic Control certificate.</p> <p>I demonstrate that I know how to use proper hand signals with operators and can describe risks.</p> <p>I apply safe work practices when working on my own or with others.</p> <p>I use delineators and control zones for visitors and delivery personnel.</p>



SKILLS READY SELF-ASSESSMENT TOOL - SAFETY



ACTIVITY	KNOWLEDGE/ HAZARDS	1 NOT YET MEETING EXPECTATIONS	2 APPROACHING MEETING EXPECTATIONS	3 MEETING EXPECTATIONS	4 EXCEEDING EXPECTATIONS
OVERHEAD HAZARDS	<p>Cranes lifting loads, falling material.</p> <p>Workers being struck.</p>	<p>I don't know what Personal Protective Equipment is needed to protect me from flying objects or where it will be needed and cannot identify hazards.</p> <p>I do not know or follow safety procedures.</p> <p>I do not know the risks associated with the workplace.</p>	<p>I recognize the need for Personal Protective Equipment and can identify work site hazards.</p> <p>I can follow safety procedures when directed.</p> <p>I must be reminded of the risks and safe work practices when working on my own or with others.</p>	<p>I recognize the need for a Hard Hat and High Vis clothing when working around mobile equipment such as cranes and can identify work site hazards.</p> <p>I always follow safety procedures when working around cranes and am actively involved in contributing to a safety-first workplace.</p> <p>I demonstrate that I know and can describe risks. I apply safe work practices when working on my own or with others.</p>	<p>I demonstrate that I know and can describe risks when working around overhead hazards. I apply safe work practices when working on my own or with others.</p> <p>I use tag lines, monitor wind conditions, ensure proper rigging. Delineate area under crane or lift. Always warn other workers when objects are flying overhead.</p>
WORKING AT HEIGHTS OVER 10 FEET	<p>Fall Hazards, Drop Hazards, tripping or snagging clothes, work platform failure or collapse, Ladder could slip or fall.</p>	<p>I don't know how to work safety around mobile equipment and cannot identify hazards.</p> <p>I do not know or follow safety procedures regarding PPE and working around Mobile Equipment.</p>	<p>I recognize the need for High Visibility and signaling the operator while working around mobile equipment.</p> <p>I can follow safety procedures for working around Mobile Equipment when directed.</p> <p>I must be reminded of the risks and safe work practices when working around mobile equipment.</p>	<p>I wear Personal Protective Equipment and can identify work site hazards.</p> <p>I always follow safety procedures and am actively involved in contributing to a safety-first workplace around mobile equipment.</p> <p>I demonstrate that I know and can describe risks. I apply safe work practices when working on my own or with others.</p>	<p>I am independently pursuing training in Fall Protection and can identify work site hazards.</p> <p>I always follow safety procedures and am actively involved in contributing to a safety-first workplace.</p> <p>I demonstrate that I know and can describe risks of working at heights. I apply safe work practices when working at heights and always install control zones when working over high traffic areas.</p>



SKILLS READY SELF-ASSESSMENT TOOL - SAFETY



ACTIVITY	KNOWLEDGE/ HAZARDS	1 NOT YET MEETING EXPECTATIONS	2 APPROACHING MEETING EXPECTATIONS	3 MEETING EXPECTATIONS	4 EXCEEDING EXPECTATIONS
WORKING WITH HAZARDOUS SUBSTANCES	Asbestos, Lead Paint, Chemicals, Silica	<p>I don't know what Personal Protective Equipment is needed working with Hazardous Substances or where it will be needed and cannot identify hazards.</p> <p>I do not know or follow safety procedures.</p> <p>I do not know the risks associated with the workplace.</p>	<p>I recognize the need for Personal Protective Equipment and can identify work site hazards when sweeping silica dust, grinding concrete or working in Demolition with Asbestos and Lead Paint.</p> <p>I can follow safety procedures when I read supplier labels and S.D.S sheets</p> <p>I must be reminded of the risks and safe work practices when working on site with Asbestos, Lead Paint, Chemicals, Silica.</p>	<p>I have reviewed the Safe Job Procedures for demolitions and the proper abatement of Hazardous materials such as Asbestos and Lead Paint and follow proper PPE requirements while performing the work.</p> <p>I always wear a respirator or dust mask when sweeping up concrete dust.</p> <p>I know I require WHMIS training to understand the warning labels on worksite products and to better understand the hazardous substances I can be exposed to.</p>	<p>I am independently pursuing training in WHMIS and Hazardous Material Training to increase my ability to lead safety procedures.</p> <p>I demonstrate that I know and can describe risks. I apply safe work practices when working on my own or with others.</p>
CONFINED SPACE ENTRY	Atmospheric, chemical, fire, collapse.	<p>I am not trained in confined space entry and cannot identify hazards.</p> <p>I do not know or follow safety procedures.</p> <p>I do not know the risks associated with the workplace.</p>	<p>I recognize the need for confined space training.</p> <p>I must be reminded of the risks and safe work practices when working in Confined Spaces.</p>	<p>I realize I must be trained in confined space to be able to work in and identify work site hazards involving confined spaces.</p> <p>I always follow confined space procedures and am actively involved in contributing to a safe workplace.</p> <p>I demonstrate that I know and can describe risks. I apply safe work practices when working on my own or with others.</p>	<p>I am independently pursuing training for confined spaces.</p> <p>Before entering any confined space, I can identify and evaluate all the existing and potential hazards within the confined space. I have reviewed the classification rating of the confined space and reviewed the Safe Job Procedure.</p> <p>Air quality testing, Mechanical ventilation (blowers, fans), Confined Space Entry Monitoring and Rescue programs in place and being documented.</p>



SKILLS READY SELF-ASSESSMENT TOOL - SAFETY



ACTIVITY	KNOWLEDGE/HAZARDS	1 NOT YET MEETING EXPECTATIONS	2 APPROACHING MEETING EXPECTATIONS	3 MEETING EXPECTATIONS	4 EXCEEDING EXPECTATIONS
EXCAVATIONS	<p>Falls into excavation. Collapse of earth, asphyxiation. Disturb gas, sewer, utility lines</p>	<p>I am inexperienced working around excavations and cannot identify hazards.</p> <p>I do not know or follow safety procedures regarding excavations.</p> <p>I do not know the risks associated with excavations.</p>	<p>I recognize the need for control zones and can identify work site hazards around excavations.</p> <p>I can follow safety procedures involving excavations when directed.</p> <p>I must be reminded of the risks and safe work practices when working around or in excavations.</p>	<p>I know when to install control zones around excavations.</p> <p>I know to stay away from the edge of an excavation and not to load heavy equipment next to the edge.</p> <p>I know excavations should be sloped and shored if the depth is greater than four feet.</p>	<p>I am independently pursuing training safe Trenching and Excavations certification.</p> <p>I always check the excavation engineering documentation.</p> <p>I always install control zones around excavations.</p> <p>I always stay away from the edge of an excavation and I know not to load heavy equipment next to the edge.</p> <p>I always maintain a 1.1 slope or use steps with excavations when the depth is greater than 4 feet.</p>
FIRST AID / MUSTER STATIONS	<p>Locations and reporting</p>	<p>I do not know where the muster station or first aid room are or how to report an incident or injury.</p>	<p>I recognize the need for reporting incidents and injuries. I am just not sure how or where to muster in an emergency.</p>	<p>I know where the muster point and first aid room are and how to report an incident.</p>	<p>I always head to the muster station when I hear one long blast on the air horn.</p> <p>I always report an injury immediately to my supervisor and first aid attendant.</p> <p>I always report near misses to my supervisor for us to learn prevention methods for future occurrences.</p>



SKILLS READY SELF-ASSESSMENT TOOL - SAFETY



ACTIVITY	KNOWLEDGE/ HAZARDS	1 NOT YET MEETING EXPECTATIONS	2 APPROACHING MEETING EXPECTATIONS	3 MEETING EXPECTATIONS	4 EXCEEDING EXPECTATIONS
SAFETY DATA SHEETS (SDS)	Locations and emergency information	I do not know why I need to know where the SDS book is located or what is in the book.	I know there is safety information that could be relevant to me work in the SDS book.	I always review the SDS for all hazardous materials being used and follow proper PPE.	I always follow the SDS for all hazardous materials being used and follow proper PPE. I install control zones when working with hazardous materials and try to only use when there is limited number of workers on site to control exposure to other workers in the area.
WORKERS COMPENSATION ACT AND OHS REGULATIONS	Locations and information	I do not know why I need to know where to access or what the OHS Regulations are. I do not know who my company OHS representative is.	I know there are regulations I need to follow but I do not know where to access them. I know who my company OHS representative is.	I know there are regulations on the WorkSafe BC website and in the OHS book located in the site office. I know I have the right to refuse unsafe work.	I always follow the WorkSafe BC regulations and guidelines. I refer to the regulations on a regular basis to ensure no changes have been made to the Act. I know I have the right to refuse unsafe work and am not afraid to extend that right.
ORIENTATION	Review site hazards and company policy	I did not receive and orientation when I started working.	I did receive an orientation, but I wasn't paying attention to what they told me.	I did receive and orientation and I understand all the safety information that was reviewed with me.	I received and orientation prior to commencing work. I know who my emergency contacts are on site, where the muster station and emergency response plan are located, what hazards are on site and how to control them.

ARE YOU READY TO WORK SAFELY?

Everyday you are developing the attitudes, skills and knowledge that employers look for in new workers, but do you know what it means to work safely when you get the job?

After completing the safety skills self assessment, set aside some time to reflect on areas you may want to improve. If you determine that you are not yet meeting expectations in a specific area, what can you do to help move yourself up to a meeting or exceeding expectations level?

Focus, Plan and Take Action to get your start in the workforce.

[SkillsReady.ca](https://www.skillsready.ca)

Canada

BRITISH
COLUMBIA

an initiative of the
**CONSTRUCTION
FOUNDATION OF BC**

*Funding provided through the Canada-British Columbia
Labour Market Development Agreement.*