Hazard Recognition Evaluation and Control (HREC) Form

Employee Name:

Position:

Location:

Campus/Building:

Supervisor:

Date:

Hazard Rating		Hazard Controls (Known as the "hierarchy of control" to be considered in order presented)	
Severity (SEV)	1 – No injury, loss 2 – Minor injury, first aid, medical aid, minor damage 3 – Lost time injury, significant damage 4 – Permanent disability, fatality, loss of structure	**Elimination (ELIM)**	Remove the hazard from the workplace, or substitute (replace) hazardous materials or machines with less hazardous ones.
		Engineering Controls (ENG)	Includes designs or modifications to plants, equipment, ventilations systems, and processes that reduce the exposure.
Probability (PROB)	1 – Low – Probability of loss occurring (improbable) 2 – Moderate – Probability of loss occurring (possible) 3 – High – Probability of loss occurring (likely)	**Administrative Controls (ADMIN)**	Controls that alter the way the work is done, including timing of work policies and other rules, and work practices such as standards and operating procedures (including training, housekeeping, equipment maintenance, and personal hygiene practices).
Significance	**<6 Low –** these risks may not need immediate attention **=6 Medium** – do something about these risks as soon as possible **>6 High** – do something about these immediately	**Personal Protective Equipment (PPE)**	Equipment worn by individuals to reduce exposure such as contact with chemicals or exposure to noise.

	Hazards (Helpful information available in Points to Consider section)	SEV	PROB	Total	Significance	ELIM	ENG	ADMIN	PPE	Controls (Please provide details)
1										
2										
3										
4										
5										
6										

	Hazards (for examples, click on Hazard Examples link)	SEV	PROB	Total	Significance	ELIM	ENG	ADMIN	PPE	Controls (Please provide details)
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										

Occupational Health and Safety Department
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