

# ACTIVITY HAZARDS ANALYSIS

Print Form

Overall Risk Assessment Code (RAC)  
(Use highest code)

L

Date:  Project:

Activity:

Activity Location:

Prepared By:

## Risk Assessment Code Matrix

E = Extremely High Risk  
H = High Risk  
M = Moderate Risk  
L = Low Risk

		Probability				
		Frequent	Likely	Occasional	Seldom	Unlikely
Severity	Catastrophic	E	E	H	H	M
	Critical	E	H	H	M	L
	Marginal	H	M	M	L	L
	Negligible	M	L	L	L	L

Add Identified Hazards

	JOB STEPS	HAZARDS	ACTIONS TO ELIMINATE OR MINIMIZE HAZARDS	RAC
X	Boarding	Falling overboard, capsizing, slips, trips, and falls	Put on and fit a PFD before boarding boat. When boarding, show guests where to sit. Make sure to hold the boat as steady as possible while boarding. When boarding a small boat from a dock or low pier, step into the center of the boat. Stay low and hold onto both sides to keep your balance. When your guests are aboard, make sure their weight is distributed evenly fore and aft and side to side to keep the boat in trim. Do not exceed the total weight and number of people listed on the boat's capacity plate. The lower the boat rides in the water, the easier it is for waves or wakes to swamp it. If it is necessary to change positions in the boat, reduce speed or come to a complete stop. When changing positions keep low in the boat and hold on to both sides for balance.	L
X	Sitting or standing on a boat while it is in motion	Capsizing, falling overboard, rough waters, adverse weather conditions, other vessels	Each passenger will wear a PFD, a throw-able device will be on board the vessel along with throw bags, passengers should ensure they are seated on the vessel with their body's inside of the vessel completely, review water safety prior to boarding the vessel, if standing on the vessel ensure to hold onto a stable object on or attached to the boat for support	L
X	Off Boarding	Falling overboard, capsizing, slips, trips, and falls	Keep body low and hold to sides of boat for balance. Keep PFDs on until you have completely exited the vessel. Make sure boat is secured properly to avoid shifting of weight and boat.	L

Add Items

EQUIPMENT

TRAINING

INSPECTION

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	EQUIPMENT	TRAINING	INSPECTION
X	PFD		
X			

Involved Personnel:

Acceptance Authority (digital signature):