

Hazard Identification

- A hazard represents any event or situation that has the potential to cause damage or injury.

Undoubtedly, any operation carries inherent, acceptable hazards and risks. However, by effectively categorizing operational hazards, risk management strategies can be developed to reduce damaging occurrences. The benefits of this process have been identified as equally, personal, professional and financial. This is good business.

The process of hazard identification and awareness relies on each employee to keep in mind the safety repercussions of his/her everyday duties. All Personnel are encouraged to bring forth any potential dangers to our customers, friends and colleagues. Some examples of hazards are:

- High workload while aircraft are arriving and departing our ramp.
- Broken equipment
- Safety features of any equipment are broken
- Poor communication between aircraft crews and airport maintenance crews
- Standard Operating Procedures not being followed
- Personnel rushing through checks or having inadequate checklists
- Personnel fatigue and stress
- Maintenance crew fatigue and stress
- Time pressure
- Long working hours
- Lack of emergency equipment, procedures and training
- Unsafe ground traffic movements
- Poor passenger control on apron
- Lack of emergency equipment and training

Anything that an employee or person is concerned about that could affect operational safety should be reported. The Shuswap Regional Airport prides itself in being an operation where all personnel can be open and frank with each other. Though anonymous reporting of hazards is planned for, the Safety Concern/Hazard Report form provides a box for you to include your name.

In the spirit of non-punitive reporting environment, you can be assured that your report will be de-identified when reviewed by anyone other than the Safety Manager (SMS Manager). However, by including your name, this allows our managers and safety department to provide you with feedback and the results of any investigation or implementation of corrective action resulting from your report.

Reviewed by:	
Date Reviewed:	
Risk Assessment Required:	
Risk Assessment completed: Tracking #	
Completed Review Annual Audit Date:	
File Closed Date:	

Safety Review Board: Actions and Comments