

Activity Hazard Analysis (AHA)

Activity/Work Task:	Overall Risk Assessment Code (RAC) (Use highest code)						
Project Location:	Risk Assessment Code (RAC) Matrix						
Contract Number:	Severity		Probability				
Date Prepared:	Critical	Catastrophic	Frequent	Likely	Occasional	Seldom	Unlikely
Prepared by (Name/Title):	Marginal	Marginal	M	M	M	M	M
Reviewed by (Name/Title):	Negligible	Negligible	M	M	M	M	M
Notes: (Field Notes, Review Comments, etc.)	<p>Step 1: Review each "Hazard" with identified safety "Controls" and determine RAC (See above)</p> <p>"Probability" is the likelihood to cause an incident, near miss, or accident and identified as: Frequent, Likely, Occasional, Seldom or Unlikely.</p> <p>"Severity" is the outcome/degree if an incident, near miss, or accident did occur and identified as: Catastrophic, Critical, Marginal, or Negligible</p> <p>Step 2: Identify the RAC (Probability/Severity) as E, H, M, or L for each "Hazard" on AHA. Annotate the overall highest RAC at the top of AHA.</p>						
Job Steps	Hazards		Controls			RAC	
Equipment to be Used	Training Requirements/Competent or Qualified Personnel name(s)		Inspection Requirements				

The AHA shall be reviewed and modified as necessary to address changing site conditions, operations, or change of competent/qualified person's

01.A.13 Contractor-Required AHA. Before beginning each work activity involving a type of work presenting hazards not experienced in previous project operations or where a new work crew or subcontractor is to perform the work, the Contractor(s) performing that work activity shall prepare an AHA. > See Figure 1-2 for an outline of an AHA. An electronic version AHA may be found on the *HQUSACE Safety Office Website*.

- a. AHAs shall define the activities being performed and identify the work sequences, the specific anticipated hazards, site conditions, equipment, materials, and the control measures to be implemented to eliminate or reduce each hazard to an acceptable level of risk.
- b. Work shall not begin until the AHA for the work activity has been accepted by the GDA and discussed with all engaged in the activity, including the Contractor, subcontractor(s), and Government on-site representatives at preparatory and initial control phase meetings.
- c. The names of the Competent/Qualified Person(s) required for a particular activity (for example, excavations, scaffolding, fall protection, other activities as specified by OSHA and this manual) shall be identified and included in the AHA. Proof of their competency/qualification shall be submitted to the GDA for acceptance prior to the start of that work activity.
- d. The AHA shall be reviewed and modified as necessary to address changing site conditions, operations, or change of competent/qualified person(s).
 - (1) If more than one Competent/Qualified Person is used on the AHA activity, a list of names shall be submitted as an attachment to the AHA. Those listed must be Competent/Qualified for the type of work involved in the AHA and familiar with current site safety issues.
 - (2) If a new Competent/Qualified Person (not on the original list) is added, the list shall be updated (an administrative action not requiring an updated AHA). The new person shall acknowledge in writing that he or she has reviewed the AHA and is familiar with current site safety issues.