



Identify, Evaluate and Control

Scenario: You are walking through your area and notice a hazard on the floor. Hopefully, you recognize that there is a hazard and you take appropriate action. Feeling that you have done all you can to prevent an accident from occurring, you return to your usual job. But did you really do everything you could have done to prevent an injury?

Thinking about this same scenario; the next day you find out that one of your co-worker slips and falls on the same hazard on the floor and sustains an injury. Although you took what you thought to be appropriate action, did you evaluate the root cause of the hazard, and did your report and attempt to correct the hazard?

20 – 20 – 20 Approach

The first step in preventing accidents and injuries is to **IDENTIFY** hazards in your place. A good approach to identifying hazards is to use the 20 – 20 - 20 approach. This is further defined as:

Every 20 minutes, take 20 seconds and look 20 feet around you actively searching for any hazards that may exist in your work area.

As hazards are identified, they must be **EVALUATED**. When evaluating a hazard, think about how the hazard was created, or why it is present in your work area. There is normally a root cause of the problem which must be determined, evaluated. Ask yourself the simple question. Why does this hazard exist in my work area?

Once a hazard has been identified and evaluated and root cause has been determined, it must be **CONTROLLED**. The control of hazards in the workplace often takes a team effort in order to be successfully eliminated. Your first effort in controlling the hazard is to make it as safe as you can in the shortest amount of time that you can. Secondly, the hazard should be reported to your Supervisor, the OPP Service Desk (if applicable) or your Safety Officer for further action. You can also contact the Facilities and Safety Office for additional information. Reporting of safety issues and hazards in the workplace not only benefits you, the employee who identified it, but it also benefits others who may be working in, or passing through the same area.

Every employee plays a very important role in the College of Agricultural Sciences Safety Program by serving as the “eyes” and “ears” out in the workplace, and we depend on **YOU** to help in identifying, evaluating and controlling the hazards in our workplace.

**Let’s all take the 20 – 20 – 20 approach
throughout our workday, everyday!**

