

## BEHAVIOUR BASED OBSERVATION CARD

Observer Name: \_\_\_\_\_ Client/Customer: \_\_\_\_\_ Date: \_\_\_\_\_

Type:  self  another worker **Work site:**  shop  yard  office  field  client site

Check below if at risk or check to the right if no risk evident:

### PPE

- head protection       hearing protection       foot protection       fall protection equipment  
 glasses/goggles       hand protection       respiratory protection       specialized clothing

### Equipment & Tools

- right tool for the task     unsafe condition of tool       tool capacity exceeded       are guards on tools  
 inappropriate for task     unsafe condition tool is used in     worker not trained to use

### Ergonomics

- overexertion pushing, pulling, extending or reaching     lifting, bending, twisting     contact with electrical hazards  
 line of fire (sparks, flames, liquids, etc.)     repetitive motion     contact with chemical hazards     pinch points

### House Keeping

- are the housekeeping standards adequate     are they being followed     is work station being maintained

### Procedures

- are the procedures adequate     are the procedures established and understood     are they being followed

### Protective Devices

- is there warning devices in place (signage & tags)     isolation measures adequate     permits & FLHA completed  
 barricades, fence, flagging, control zones, etc.     adjacent workers protection (screens etc.)

### Worker's State

- rushing       fatigued  
 frustrated       complacency  
 other

### Critical Factors

- mind not on task     eyes not on task  
 loss of balance/traction/grip  
 other

Job observations are used to identify unsafe behaviors. They provide direct, measurable information on employees' work practices. Job observations should never be used to discipline employees. They are intended to help employees identify the safest ways to perform their work. The process starts with the observation of workers - fellow employees, other contractor employees as they perform their tasks. Observers collect information about worker performance and provide feedback via the observation card. The emphasis is not on who was observed but rather what behavior was observed. Observations provide direct, measurable information on employee work practices identifying both safe and unsafe behaviors. During the observation the observer records their findings on the Behaviour Based Observation Card.

