HACF/FHACF PROCEDURE

The Hazard Assessment and Control Procedure sets out the requirements and responsibilities for identifying, assessing, and controlling workplace hazards at the University of Calgary.

Hazard assessments are required for all job positions at the University of Calgary and are to be completed using the Hazard Assessment and Control Forms (HACF). All job positions must be tied to a HACF — however, one HACF may be completed for a number of job positions with similar tasks.

- Complete Hazard Assessment Training.
- Read and review the Hazard Assessment and Control Form (HACF) for your job description and provide feedback to your Supervisor/Manager. Participate in completing HACF when requested.
- Use hazard controls identified in the HACF, including engineering controls, administrative controls and personal protective equipment (PPE).
- Complete training in the use, care, maintenance and limitations of required personal protective equipment (PPE) identified in the HACF.