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| **Company Information** |
| **Company:**  | **Workplace Location:**  |
| **Prepared by:**  | **Date:** |
| **TASK** | **HAZARD** | **LEVEL OF RISK** | **CONTROL METHOD** |
| **Digging Tree Root Balls**  | MSI from bent over position while digging | **Moderate** | Practice proper digging techniques and posture. While bent over digging, ensure that knees are bent and work in a radius close to your body to avoid stretching and reaching while shoveling and digging. |
| Slip, Trip fall on uneven, slippery ground | **Moderate**  | Ensure workers are wearing appropriate footwear. Avoid hand digging duties on extremely wet days or after long periods of rain whenever possible. |
| Pinch & Cut Injuries from Hand Tools | **Low** | Ensure workers have appropriate hand protection. Hand protection will prevent slivers and blisters from shovelling as well as cuts and pinches from blades of shovels and the twine used to tie burlap.  |
| **Completing Burlap wrapping of root ball** | MSI from bent over operations | **High** | Ensure workers have training for appropriate posture and techniques for wrapping. Whenever possible, use the ground or other surfaces to carry the bulk of the weight of the tree while wrapping. Do not continually keep the same posture for long lengths time – rest and stretch between preparing trees.  |
| Hand Injuries | **Moderate**  | Ensure all workers are wearing hand protection to prevent cuts from hand tools and twine being wrapped. Blisters and skin irritation from the twine are likely injuries to the hands without proper PPE |
| Muscle strain from tree movement | **Moderate** | While completing both wrapping of burlap and twine, be mindful of keeping trees close to your body and minimizing lifting of the weight as much as possible while wrapping. Keep the tree on the ground or other surface during wrapping.  |
| **Loading Root Balls on Pallet/Trailer** | Muscle Strain Injuries  | **High** | Workers need to utilize proper lifting techniques including holding load close to the body, lifting with their knees and knowing when to take a break or ask for assistance. Whenever possible, minimize the heights required for loads to be lifted to and the distance of carrying the load. |
| Slip, Trip & Fall | **Moderate**  | Appropriate footwear is required, along with minimizing the distance of carrying the trees. Fields are uneven, slippery and will have holes everywhere from freshly dug trees. When possible, have pallets or trailers directly adjacent to area where trees are lifted from.  |
| **Other Recommendations:** |

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