An employee’s footwear must be designed and constructed of appropriate material to the protection required. The following questions will help determine the level of protection required for the job task.

|  |  |  |
| --- | --- | --- |
| **Manager:** Click here to enter text. | **Date:** Click to enter a date. | **Occupation:**Click here to enter text. |
| **Conducted by:**Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Job Task / Occupation:** Click or tap here to enter text. |
| **Questions** | **Yes/No** | **If you answered yes:** |
| **Likelihood** | **Impact** | **Risk Level** | **Comments** |
| 1. Is there a possibility of ankle cuts or abrasion?
 | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Click or tap here to enter text. |
| 1. Do you work on uneven ground? (tripping hazards)
 | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Click or tap here to enter text. |
| 1. Is there a risk of a hazardous fluids contacting your footwear?
 | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Click or tap here to enter text. |
| 1. Is there the possibility of a sole puncture?
 | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Click or tap here to enter text. |
| 1. Do you work with forklifts or other rolling equipment?
 | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Click or tap here to enter text. |
| 1. Is heavy equipment or material ever lifted over your metatarsal (top side of your foot)?
 | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Click or tap here to enter text. |
| 1. Do you work on slippery surfaces?
 | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Click or tap here to enter text. |
| 1. Is there a risk of electric shock when performing your work?
 | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Click or tap here to enter text. |
| 1. Do you require protection from water or wetness?
 | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Click or tap here to enter text. |
| 1. Do you require insulation from the cold?
 | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Click or tap here to enter text. |
| 1. Are you required to stand for more than 60% of the time at your workplace?
 | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Click or tap here to enter text. |
| Additional information or comments: | Click or tap here to enter text. |
| Once the risk level is determine, the appropriate footwear will result in employees or activities being placed into 1 of 3 categories: *(Check the category that applies)* | [ ]  The hazards present require safety footwear because it is certified with respect to certain features to protect from specific types of hazard. Safety footwear may only be required in a specific location or where certain tasks are performed. (See “Category 1 Certified Safety Footwear” section below) |
| [ ]  There are some hazards present that require protective footwear, but not necessarily protection to the level of "certified safety footwear". For example, requirements may be outlined in an office dress code for fully closed shoes.  |
| [ ]  There are no hazards of foot injury for which specific requirements are necessary. For example, this will be the case for most office employees. |
| Once the footwear has been chosen, does the identified footwear increase the chance of a MSI? [ ] Yes [ ] No |
| If yes, please provide explanation: Click or tap here to enter text. |

# Risk Level:

The following tables are used to identify the likelihood and impact to calculate the risk rating.

**Likelihood** represents the possibility that a given injury will occur.

|  |  |  |
| --- | --- | --- |
| Likelihood | Rating | Probability of an incident |
| Almost certain  | 5 | >80% chance of occurring in one year |
| Likely  | 4 | 61-80% chance of occurring in one year |
| Possible  | 3 | 41-60% chance of occurring in one year |
| Unlikely | 2 | 21-40% chance of occurring in one year |
| Rare  | 1 | 0-20% chance of occurring in one year |

**Impact** refers to the extent to which an injury might affect employees.

|  |  |  |
| --- | --- | --- |
| Impact | Rating | Consequences of an incident |
| Critical | 5 | Single or multiple fatalities |
| Major | 4 | Multiple major incidents (e.g., extended and disabling lost time, chronic illnesses) |
| Moderate | 3 | Isolated major incidents (e.g., extended or disabling lost time, chronic illnesses) or multiple minor incidents (e.g., first aid)  |
| Minor | 2 | Isolated reportable incidents (e.g., medical treatment, limited non-disabling lost time or restricted work incidents) |
| Insignificant | 1 | Isolated minor incidents (e.g., first aid, near misses); no lost time |

**Risk Level** = Likelihood x Impact

|  |
| --- |
| **Risk Level** |
| **Likelihood** | **Impact** |
| **Insignificant (1)** | **Minor (2)** | **Moderate (3)** | **Major (4)** | **Critical (5)** |
| **Almost certain (5)** | M (5) | H (10) | H (15) | E (20) | E (25) |
| **Likely (4)** | L (4) | M (8) | H (12) | E (16) | E (20) |
| **Possible (3)** | L (3) | M (6) | M (9) | H (12) | H (15) |
| **Unlikely (2)** | L (2) | L (4) | M (6) | M (8) | H (10) |
| **Rare (1)** | L (1) | L (2) | L (3) | L (4) | M (5) |

**Category 1 Certified Safety Footwear**

Safety Footwear meeting OH&S Regulation must be worn if the hazards present fall into Category 1. Safety footwear must meet the requirements of *CSA Standard CAN/CSA-Z195-M92, Protective Footwear or ANSI Standard Z41-1991, American National Standard for Personal Protection - Protective Footwear.*

\*\*It is the employee’s responsibility to keep personal safety footwear in good repair. For example, exposed metal toecaps could be hazardous near electricity.

The following symbols, or markings, will help you determine which footwear is appropriate for the job.

|  |
| --- |
| **Selection of Safety Footwear** |
| **Marking** | **Criteria** | **Intended Application** |
| Green triangle | Green triangle indicates sole puncture protection with a Grade 1 protective toecap. | For heavy industrial work environments, especially that of construction where sharp objects (such as nails) are present. |
| Yellow triangle | Yellow triangle indicates sole puncture protection with a Grade 2 protective toecap. | For light industrial work environments requiring puncture protection as well as toe protection. |
| Blue triangle | Blue rectangle indicates a Grade 1 protective toecap with no puncture-resistant sole. | For industrial work environments not requiring puncture protection. |
| Grey rectangle | Grey rectangle indicates a Grade 2 protective toecap with no puncture-resistant sole. | For industrial and non-industrial work environments not requiring puncture protection. |
| White rectangle with orange Greek letter omega | White rectangle with orange Greek letter omega indicates electric-shock protective footwear. | For industrial work environments where accidental contact with live electoral conductors can occur. **Warning:** Electrical shock resistance deteriorates with wear and in a wet environment. |
| Yellow rectangle with SD letters | Yellow rectangle with black SD letters indicates static-dissipative footwear. | For industrial work environments where a static discharge can create a hazard for employees or equipment. **Warning:** This footwear should not be used where contact with live electrical conductors can occur. |
| Yellow rectangle | Yellow rectangle indicates sole puncture protection with a Grade 2 protective toecap. (super-static dissipative footwear) | For industrial work environments where a static discharge can create a hazard for employees or equipment. **Warning:** This footwear should not be used where contact with live electrical conductors can occur. |
| Red rectangle | Red rectangle with white C letter indicates electrically conductive footwear. | For industrial work environments where low-power electrical changes can create a hazard for employees or equipment. **Warning:** This footwear should not be used where contact with live electrical conductors can occur. |
| Dark grey rectangle | Dark grey rectangle with M letter indicates metatarsal protection. **Note:** Toe protection is required for all metatarsal protective footwear. | For industrial work environments where heavy objects can hurt the metatarsal region of the foot. |
| White label with green fir tree | White label with green fir tree symbol footwear provides protection when using chainsaws. | For forestry employees and others who work with or around hand-held chainsaws and other cutting tools. |