

Task	Hazard	Pre-Control Risk Rating		Existing Controls	Post-Control Risk Rating	
		L x C	Total		L x C	Total
Personal Protective Equipment	Disease Causing Virus	3 x 4	12	PPE: Masks are mandatory indoors on campus unless you are at your work station and separated by at least 2 meters distance from all others. Masks are available at the main entrance/exit points of the campuses. Hand sanitizer stations will be placed at the main entrance/exit points of the campuses and is encouraged to be used.	2 x 3	6
Physical - Distancing	Disease Causing Virus	3 x 4	12	Engineering: It is mandatory to keep a physical distance of 2 meters away from all other individuals within a campus at all times, regardless if you are wearing a mask.	3 x 2	6
Working From Home	Disease Causing Virus	3 x 4	12	Elimination: It is mandatory for all Employees to work from home, unless your physical presence is required on site for daily operations of a campus.	1 x 1	1
College Vehicles	Disease Causing Virus	3 x 4	12	PPE: If Employees are travelling together in a College vehicle, masks are mandatory to wear. If Employees are unable to maintain the physical distance of 2 meters, they are required to take separate College vehicles.	2 x 3	6

AHS COVID-19 Online Self-Assessment	Disease Causing Virus	3 x 4	12	Administration: If you are ill and/or have COVID-19 symptoms prior to coming into a campus please complete the online AHS self-assessment. If the self-assessment determines that you need to self-isolate and/or be tested for COVID-19 you will not be permitted to enter the given campus. Employees are required to inform Human Resources department at (780) 849-8715.	2 x 3	6
COVID-19 Vaccination	Disease Causing Virus	3 x 4	12	Employees accessing a Northern Lakes College facility will be required to show proof of one of the following: <ul style="list-style-type: none"> • Partial vaccination (one dose) accepted until November 14; 14 days must have elapsed since the dose was administered. • Negative PCR or rapid test completed within the past 72 hours. • Exemption on medical or protected grounds recognized by the Alberta Human Rights Act. 	1 x 1	1
Air Handling System Filters	Disease Causing Virus	3 x 4	12	Engineering: Air filters at all campuses are inspected and replaced on a continual basis to ensure fresh air is being circulated within the buildings. The replacement of air filters has increased the ability to remove many particulates from the air.	1 x 1	1
Washing Hands	Disease Causing Virus	3 x 4	12	Engineering: Washing hands with water/soap for 20 second intervals is encouraged.	3 x 2	6

Plexiglass	Disease Causing Virus	3 x 4	12	Engineering: Plexiglass is in place in designated areas at campuses in which Employees interact with the public on a continual basis. Plexiglass is installed to protect the Employees and all other individuals from airborne droplets.	3 x 2	6
Frequent Deep Cleaning	Disease Causing Virus	3 x 4	12	Engineering: The Facilities department has initiated cleaning guidelines for infection control. Authorized facility Employees will conduct frequent deep cleaning of all common areas within the College facilities which includes washrooms, foyers, photocopiers, door knobs/handles, light switches, toilet handles, faucets and taps, railings, phones and common shared materials. The Facilities department will ensure this cleaning occurs at minimum, on a daily basis.	2 x 3	6
COVID-19 Communications	Disease Causing Virus	2 x 3	6	Administration: To review all COVID-19 Northern Lakes College (NLC) communications; emails from the President's Office, NLC Hazard Assessment illustrating the current safety mitigations which are in place, located on the College website.	1 x 1	1
Employee Assistance Program	Mental Health Concern	2 x 3	6	Administration: Employees have access to the Employee Assistance Program (EAP) through LifeWorks. Through the EAP Employees have access to confidential mental health services, such as counselling.	1 x 1	1



Name: Version 9; COVID-19 Hazard Assessment for Employees
Description: To be Reviewed by Employees
Last Published: October 2021

Awareness Safety Posters	Disease Causing Virus	3 x 4		12	Administration: Signage will be posted at each campus emphasizing the COVID-19 safety measures.	2 x 3		6
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Northern Lakes College Risk Legend

Calculation	Score		Score		Score		Score		Score	
L x C		1 - 5		6 - 10		11 - 15		16 - 20		21 - 25

Northern Lakes College Risk Matrix

Rating	Likelihood	Rating	Frequency	Rating	Consequence	Health and Safety	Environment	Property	Reputation
5	Almost Certain	5	Continuous or many times per day	5	Catastrophic	Fatality, grievous bodily injury or permanent disability	Very Serious and potentially irreversible effect on the environment	Loss greater than \$1M	Very serious incident - Very negative national media coverage
4	Likely	4	Frequently / Weekly	4	Major	Disabling injury resulting in lost time. Reportable dangerous occurrence or chronic illness	Major Long-term damage to environment, reportable to regulatory authorities	Loss of \$100k - \$1M	Serious Incident - Negative regional media coverage
3	Possible	3	Occasionally / Monthly	3	Serious	Medical aid with lost time	Serious medium-term environmental effect	Loss of \$10k - \$100k	Moderate incident - Minor loss of confidence with public/customers
2	Unlikely	2	Infrequently / Quarterly	2	Moderate	Medical aid with no Lost Time	Short term effects to the environment	Loss of \$1k - \$10k	Minor incident - Concerns arise with stakeholders
1	Practically Impossible	1	Rarely / Annually	1	Minor	First Aid	Temporary effects to the environment, easily reversible	Near miss or loss of less than \$1K	No public relations impact