

## Procedure Classification Guideline

<u>Chemical Hazard</u>	<u>Yes/No?</u>
Flammable or combustable?	No
Acutely Toxic?	No
Chronically Toxic?	No
Readily Airborne?	No
Highly Reactive or unstable?	No
Corrosive?	No
Inhalation hazard for skin irritant?	No
Potential for exposure to the chemical is moderate to high?	No

<u>Physical Hazard</u>	<u>Yes/No?</u>
Possibility for Asphyxiation or inert atmosphere?	No
Possible exposure to equipment/Process Temp > 60C or < -15C?	No
Potentially built up pressure?	No
High Voltage?	No
Elevated work / Fall Protection?	No

<u>Consequences of incorrect action</u>	<u>Yes/No?</u>
Possibility of effect on health, safety or the environment?	No
Possibility of effect on product quality?	No
Possibility of negative impact on Asset Utilizaition?	No

<u>Procedure difficulty</u>	<u>Yes/No?</u>
Complex steps?	No
Step sequence important for outcome?	No

<u>Task Familiarity</u>	<u>Yes/No?</u>
Task completed rarely or infrequently	No
Task is unique and unfamiliar to the users	No

Hot L&EO  
Refer to LEO Line and Equipment Standard for classification guidances

Consider making this task

**Routine**

when used in fume hood "no"

when used in fume hood "no"

when used in fume hood "no"

\*Such as when there is no isolation device or when the isolation devices are not fully isolating the energy source(s) or there is a potential re-accumulation of energy to a hazardous level.

	<u>Sum</u>	<u>Weighting Factor</u>	<u>Procedure Impact Factor</u>
<u>Chemical Hazard</u>		→ 1	
Flammable or combustible?	0		
Acutely Toxic?	0		
Chronically Toxic?	0		
Readily Airborne?	0		
Highly Reactive or unstable?	0		
Corrosive?	0		
Inhalation hazard for skin irritant?	0		
Potential for exposure to the chemical is moderate to high?	0		
	0		<input type="text" value="0"/>
<u>Physical Hazard</u>		→ 9	
Possibility for Asphyxiation or inert atmosphere?	0		
Equipment/Process Temp > 60C or < -15C?	0		
Potentially built up pressure?	0		
High Voltage?	0		
Elevated work / Fall Protection?	0		
	0		<input type="text" value="0"/>
<u>Consequences of incorrect action</u>		→ 3	
Possibility of effect on health, safety or the environment?	0		
Possibility of effect on product quality?	0		
Possibility of negative impact on Asset Utilization?	0		
	0		<input type="text" value="0"/>
<u>Procedure difficulty</u>		→ 1	
Complex steps?	0		
Step sequence important for outcome?	0		
	0		<input type="text" value="0"/>
<u>Task Familiarity</u>		→ 1	
Task completed daily or weekly	0		
Similar tasks completed daily or weekly	0		
	0		<input type="text" value="0"/>
<u>Hot LEO</u>		→ 0	
	0		<input type="text" value="0"/>
			<input type="text" value="0"/> Total Hazard Potential

Revision History

Date	Name	Change
Aug-15	W. Schram	Added "Potential for exposure to the chemical is moderate to high?" to the Chemical Hazard section since chemical hazard only is high if there is potential for exposure and updated the familiarity of task section to reflect that yes means higher risk.
Apr-18	J. Ollebek	Om R&D en labs te helpen bij het classificeren van procedures voor activiteiten die in zuurkast plaatsvinden is bij enkele criteria de opmerking geplaatst "bij werken in zuurkast "no""
Jan-22	E. Sureau	Hot LEO weighting factor is set to 0 in formulas tab. In the risk grid tab, Hot LEO classification refers to LEO standard EH&STNZ2021060011