

INSTRUCTIONS - HAZARD ABATEMENT PLAN

The Hazard Abatement Plan is used in conjunction with the Risk Assessment Code. Generally speaking, an abatement plan is prepared only for hazards with a RAC of Extremely High (1), High (2), or Moderate (3).

The Hazard Abatement Plan is to be filled out as follows:

Block 1. Optional. Assign a District or State tracking number as needed.

Block 2. Self-explanatory.

Block 3. Enter date if plan is amended.

Block 4. Enter enough detail that a person unfamiliar with your operations could easily locate the organization.

Block 5. Enter the specific location of the hazard, e.g., 123 Oak St., Room 321, west wall.

Block 6. Enter Risk Assessment Code.

Block 7. State specific OSHA, BLM, DOI, or other standards violated.

Block 8. Describe project details necessary to abate the hazard.

Block 9. Self-explanatory. Update as necessary, if estimates or the project change.

Block 10. Explain interim measures taken to protect employees or visitors, pending final abatement of the hazard.

Block 11. Provide any other pertinent data that will either identify the hazard, describe interim corrective actions, or any other information that will better define the issues involved.

Block 12. Enter initial estimate of final date for abatement of the hazard. Update as necessary.

If the abatement plan is not prepared by the safety officer or manager, concurrence of these individuals should be annotated in block 11.