

Working Alone Hazard Worksheet

It is UConn policy that Unit Managers (Dept. Heads, PIs, faculty, supervisors, etc.) assess their work areas and take preventative measures to eliminate or minimize risks to our student population. *Working Alone* means an isolated student working with an immediately hazardous material, equipment or in an area that, if safety procedures fail, could reasonably result in incapacitation and serious life threatening injury for which immediate first aid assistance is not available. **Unit Managers are not permitted to allow students to *Work Alone* as defined in the UConn [Working Alone policy](#).**

Use this document along with the *Working Alone* Determination flowchart to assist in determining whether a *Working Alone* situation exists. Contact Environmental Health & Safety if assistance is needed in completing this form.

Area of Concern	Detail	Hazard addressed		
Answer each of the questions with “Yes”, “No” or “Not Applicable” to assist in determining the Working Alone status of the area/activity.		Yes	No	N/A
Preparation				
1) Does the area have a current Workplace Hazard Assessment (WHA) in place?				
2) Have students been briefed on the WHA and have appropriate safety training per EH&S Training Checklist ?				
3) Are there nearby means of emergency contact (phone, fire alarm, etc.)?				
Environment				
4) Are there other students/personnel nearby (within sight and/or hearing distance)?				
5) Is this an easily accessible (non-restricted) area (no locked doors)?				
5a) Is this a remote location?				
Consult with Environmental Health & Safety for any “Yes” answer below.				
Activities (Unit Manager/designee must answer each question for time that student will be working in isolation)				
6) Will student work with compressed gas, pressurized or vacuum systems under high vacuum?				
7) Will student work with hazardous chemicals (corrosive, reactive or toxic)?				
8) Will student work with flammable materials or potential ignition sources?				
9) Will student work on or near thermal hazards (hot or cold)?				
10) Will student be involved in installation, fabrication or assembly work?				
11) Will student be potentially exposed to electrical hazards (>50 volts)?				
12) Will student be involved in excavation work or concrete wall penetration?				
13) Will student be involved in material handling (e.g., forklifts, cranes, etc.)?				
14) Will student be exposed to operational hazards?				
15) Will student need to wear Personal Protective Equipment (PPE)?				
16) Will student work with or near running hazardous machinery (saws, lathes, mechanical equipment)?				
17) Will student be in area with possible oxygen deficiency hazards or need respiratory protection?				
18) Will student be exposed to potentially hazardous stored energy sources?				
19) Will student be in adverse working environments (e.g., heights, noise, confined spaces, ventilation, low lighting, clutter, etc.)?				
20) Will student be exposed to any other workplace hazards?				

Unit Manager/designee completing worksheet	Date	Safety Monitor required	Reason
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Alternate controls must be reviewed and approved by [EH&S](#)

University of Connecticut

Working Alone Determination

Preparation

Environment

Activities

Controls

