

## Hierarchy of Control

**Keep this in mind when choosing control solutions for identified hazards.**

**Your ability to control hazards decreases as you go down the following list of solutions...**

- Substitution/Elimination
- Engineering
- Administration
- Personal Protective Equipment

### **Substitution/Elimination**

- Can the work be completed in a way that the hazard can be completely eliminated?
- Can you replace the hazard with something less hazardous, and still get the job done?  
*Example: replace an organic solvent cleaner with a non-toxic citrus-based cleaner.*

### **Administration**

- Can you limit employee exposure through scheduling of work?  
*Example: Can you limit the amount of time employee is exposed using the employee's work schedule?*
- Watch out for the need for administration pitfalls!
  - Workload requiring extra work time
  - Peer absences

### **Engineering**

- Can the hazard be eliminated or mitigated through remodeling/revamping equipment?  
*Example: Surround a process that creates loud noise with a sound-dampening enclosure.*

### **Personal Protective Equipment (least desirable)**

- Unpopular with employees, often uncomfortable.
- Requires increased level of supervision to ensure proper use and maintenance.  
*Examples: Respirators and hearing protection*