General Risk Assessment

Management Unit:	Engineering	**Location:** **(Site/ Building/ Room)**	Rankine level 2 225
Assessment Date:	13/02/2015	**Review Date:**	13/02/2015
Assessors Name:	Peter Grassl	**Job Title:**	Senior Lecturer
Task / Activity:			

What are the hazards? (See list of sample hazards)	**What are the risks?**	**Who might be harmed?** (eg Staff, students, visitors)	**What control measures are required to eliminate or reduce the risks?**	**Risk Evaluation**			**Risk Rating**
				Consequence (1 – 3)	**Likelihood (1 – 3)**	**Overall risk (C x L)**	**Low, Medium or High**
Inexperienced and untrained personnel	Carrying out tasks without care due to insufficient knowledge or training	Staff and students	Read and sign code of practice for this lab. Receive training in safe use of equipment and methods.	2	2	4	Medium
Heavy concrete specimens and equipment	Lifting very heavy weights causing injury and spillage as well as tripping hazard	Staff and students	Store appropriately in storage or wheelie bins. Anything above 25kg should only be moved by one person using a wheelie bin or sack barrow. Also, safety shoes need to be carried.	2	1	2	Medium
Overhead crane	Head injuries	Staff and students	Wear safety helmet, if overhead crane is active.	2	3	6	Low
Tripping	Injury from falling	Staff and students	Good housekeeping, do not leave anything lying around. Clean up spills immediately. Use wet floor signs if necessary	2	1	2	Low
Chemicals	Harmful to human health by inhalation and skin contact.	Staff and students	Minimise quantities stored in the lab and store in flammable solvent cabinet. Always wear gloves and lab coat	2	2	4	Medium

GUIDANCE ON COMPLETION OF RISK ASSESSMENT

1. EXAMPLE HAZARDS THAT MAY BE APPLICABLE TO THE JOB or WORK ACTIVITY			
Working at Height	Noise	Hand tools	Vibration
Falling objects	Extreme Heat / cold	Confined spaces	Repetitive hand/ arm movement
Slippery/ uneven/ worn floors	Radiation	Poor housekeeping / cleaning	Machine operation
Obstructions/ projections	Lighting	Vehicle movement	Electro Magnet
Manual handling	Compressed air	Fire / explosion	Pressurised systems
Mechanical Lifting	Substances / materials	Electricity	**Other (*specify on assessment)***

2. RISK MATRIX		Potential consequence of harm		
		1 – Minor Injury (e.g. hazard can cause illness, injury or equipment damage but the results would not be expected to be serious)	**2 – Significant Injury** (e.g. hazard can result in serious injury and/or illness, over 3 day absence)	**3 – Major Injury** (e.g. hazard capable of causing death or serious and life threatening injuries)
Likelihood of harm	**1 – Unlikely** (injury rare, though possible)	**1 – Low**	**2 – Low**	**3 – Medium**
	2 – Possible (injury could occur occasionally)	**2 – Low**	**4 – Medium**	**6 – High**
	3 – Probable (injury likely to occur, can be expected)	**3 – Medium**	**6 – High**	**9 – Extreme**

3. RISK EVALUATION

This is calculated by multiplying the likelihood against the consequence e.g. taking a likelihood of 1, which is classified as Unlikely and multiplying this against a Potential Consequence of 2, which is classified as Significant Injury, would give you and overall Risk Rating of 2, which would result in an overall evaluation as a low risk.

1 to 2 = **Low risk**
Low risks are largely acceptable, monitor periodically to determine situation changes which may affect the risk, or after significant changes

3 to 4 = **Medium risk**
Medium risks should only be tolerated for the short-term and then only whilst further control measures to mitigate the risk are being planned and introduced, within a defined time period.

6 = High risk
High risks activities should cease immediately until further control measures to mitigate the risk are introduced. The continued effectiveness of control measures must be monitored periodically.

9 = Extreme Risk
Work should not be started or continued until the risk has been mitigated. Immediate action is required to reduce exposure. A detailed mitigation plan must be developed, implemented and monitored by senior management to reduce the risk before work is allowed to commence