

OHS RISK ASSESSMENT AND CONTROL FORM

Risk Assessment Completed by:
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Faculty: Science		School: Molecular & Biomedical Science		
RMSS Number:	Initial Issue Date: 21-Jul-09	Current Version: 1	Current Version Date: 21st July 2009	Next Review Date: 21st July 2012

Risk Assessment Title: CENTRIFUGES - GENERAL

Step 1: Identify the activity

Describe the activity:
Use of Centrifuges

Describe the location:
Various locations in the MLS, MSS, MSN

Step 2: Identify who may be at risk by the activity

Staff and students using the centrifuges, contractors who perform maintenance.

Step 3: Identify the hazards, risks, and rate the risks

a. Using the following table, identify the risks and hazards associated with the particular plant, chemical or process.
b. List existing controls and determine a risk rating using MBS Risk Rating Procedure.
c. Additional risk controls may be required to achieve an acceptable level of risk. Re-rate the risk if additional controls are required.


C: Consequence L: Likelihood R: Rating L - VH

Hazards	Associated Risks	Risk Rating with current controls:			Controls	Risk Rating with Additional Controls:		
		C	L	R		C	L	R
Electricity	Electric Shock from the power	M (Major)	R (Rare)	M (Medium)	Centrifuge to be electrically inspected as per maintenance schedule. Centrifuges should have a current testing tag to indicate its safe use. Perform a brief inspection before use to ensure cable is not damaged.			
Dislodged material	Potential injury from material escaping from the centrifuge during the process.	M (Moderate)	R (Rare)	L (Low)	Any person using a centrifuge must be trained in its operation by an experience person. A person must be supervised while performing the first few runs. SOPs must located on or near the centrifuge and be followed at all times. Check safety switches so that centrifuge lid can not be opened whilst centrifuge is spinning. Only equipment designed to withstand the centrifugation process must be used. Glasses, gloves and lab coats must be worn when operating a centrifuge. DO's & DON'Ts sign must be posted at the centrifuge stressing the importance of balancing tubes.			
Manual handling	Musculoskeletal injuries	U (Unlikely)	M (Moderate)	M (Medium)	A person must be trained in manual handling techniques prior to using the equipment. SOPs must be located on or near the centrifuge and be followed at all times. Use mechanical aids such as trolleys to transport rotors.			

Mechanical	Mechanical failure of rotating parts may cause major damage to the machine. Rotor imbalance causes centrifuge movement/malfuntion.	U (Unlikely)	M (Moderate)	M (Medium)	Any person using a centrifuge must be trained in its operation by an experience person. A person must be supervised while performing the first few runs. SOPs must located on or near the centrifuge and be followed at all times. DO's & DON'Ts sign must be posted at the centrifuge stressing the importance of balancing tubes. Regular servicing of centrifuges and all faults reported.			
Chemical	Chemical reaction may be caused by leaking samples.	M (Major)	R (Rare)	M (Medium)	Any person using a centrifuge must be trained in its operation by an experience person. A person must be supervised while performing the first few runs. SOPs must located on or near the centrifuge and be followed at all times. DO's & DON'Ts sign must be posted at the centrifuge stressing the importance of balancing tubes. Glasses, gloves and lab coats must be worn when operating a centrifuge. Any spills must be cleaned up immediately using the appropriate spill procedure.			
Chemical	Chemical reaction due to contact with vapours and contaminated components.	M (Major)	R (Rare)	M (Medium)	Any person using a centrifuge must be trained in its operation by an experience person. A person must be supervised while performing the first few runs. SOPs must located on or near the centrifuge and be followed at all times. Only equipment designed to withstand the centrifugation process must be used. Glasses, gloves and lab coats must be worn when operating a centrifuge.			

Mechanical	Injuries caused by contact with rotating parts.				Any person using a centrifuge must be trained in its operation by an experience person. A person must be supervised while performing the first few runs. SOPs must located on or near the centrifuge and be followed at all times. Centrifuges must have an interlock which prevents opening while in operation. Check safety switches so that centrifuge lid can not be opened while in operation.			

Step 4: Documentation and intial approval:

Completed by: Kate Dixon	Signed: 	Authorised by: DOUG POTRELL	Date: 21/7/09
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Step 5: Implement the controls/any additional controls identified

Indicate briefly any additional controls that have been implemented, when and by whom.		
Risk Control:	Date:	Implemented by:
Risk Control:	Date:	Implemented by:
Risk Control:	Date:	Implemented by:

Step 6: Monitor and review the risk controls

It is important to monitor risk controls and review risk assessments regularly. Review is required when there is a change in the process, relevant legal changes, and where a cause for concern has arisen. If the risk assessment has substantially changed, a new risk assessment is warranted.		
Review Date:	Reviewed by:	Authorised by:
Review Date:	Reviewed by:	Authorised by:
Review Date:	Reviewed by:	Authorised by:
Review Date:	Reviewed by:	Authorised by:

Review Date: _	Reviewed by: _	Authorised by: _
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Step 7: Add to Hazard Register

If the identified risk is medium or above after controls have been implemented, the Activity should be signed of by the Head of School and then transferred to the Hazard Register.

Date entered onto Hazard Register: _	Head of School Signature: _
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