

OHS RISK ASSESSMENT AND CONTROL FORMRisk Assessment Completed by:
Kate DixonFaculty: **Science**School: **Molecular & Biomedical Science**

RMSS Number:

Initial Issue Date:
19th March 2010Current Version:
1Current Version Date:
19th March 2010Next Review Date:
19th March 2015**Risk Assessment Title:** ELECTRIC DRILL WITH MIXER ATTACHMENT/MIXING FLY MEDIA**Step 1: Identify the activity**

Describe the activity:

Using an electric drill with a paint mixer attachment to mix fly media

Describe the location:

TSU - Technical Services Unit (4th Floor MLS)

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

Staff/students conducting the activity

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

- Using the following table, identify the risks and hazards associated with the particular plant, chemical or process.
- List existing controls and determine a risk rating using MBS Risk Rating Procedure.
- 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 electrical components. Electricity coming into contact with liquid. | M (Major) | R (Rare) | M (Medium) | SOP for the activity. Drill must have current electrical test tag. Cord must be elevated and kept away from the metal bin with the liquid. Visually inspect the drill cord for damage. Check area to ensure there is no wiring that may come in contact with the drill and cause electric shock. Ensure drill is unplugged when attaching the paint mixer. Ensure drill is unplugged and stored after use. Operators must be instructed in its safe operating procedures. | | | |
| Heat/Hot liquid | Burns from hot liquid being mixed, eye/body injuries from splashed liquid. | M (Minor) | U (Unlikely) | L (Low) | Water used must not exceed 60 degrees. SOP for the activity. Closed shoes, full length lab coat and gloves must be worn when conducting activity. Operators must be instructed in its safe operating procedures. A large bucket no smaller than 10litres in capacity must be used and the bucket must have no more than 5 litres of liquid. | | | |

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|---------------------------|--|-----------------|-------------|------------|---|--|--|--|
| Mechanical Rotating Parts | Injuries from rotating parts of drill. | M (Moderate) | R (Rare) | L (Low) | SOP for activity. Hands must be kept on the drill handle at all times. SOPs must be located near the workstation clearly identifying this control. Ensure the on off switch is operational. If not, isolate (take to WorkShop), tag out and enter in failed items register. Ensure drill is unplugged when attaching the paint mixer. Ensure that paint mixer is kept clean. Allow drill to fully stop before putting down. Operators must be instructed in its safe operating procedures. | | | |
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Step 4: Documentation and initial approval:

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| Completed by: Kate Dixon | Signed: Kate Dixon | Subject Matter Expert: Jo Milverton, Anna Ehmann | Date: 19th March 2010 |
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Step 5: Implement the controls/any additional controls identified

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| 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.

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| 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: |

Step 7: Add to Hazard Register

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|---|---------------------------|
| 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: |