

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

RMSS Number:

Initial Issue Date:
8th April 2010Current Version:
1Current Version Date:
8th April 2010Next Review Date:
8th April 2015**Risk Assessment Title:** INCUBATORS (CO2)**Step 1: Identify the activity**

Describe the activity:

Using incubators in laboratory research.

Describe the location:

Various locations within the School

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

Staff and students who use the equipment.

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
Chemical	C02 runs out harming samples inside the incubator. Issues associated with using gas cylinders.	m (Moderate)	R (Rare)	L (Low)	C02 incubators are connected to the Building's central C02 system so that cylinders are not required. System in place to ensure that the level of C02 in the bulk tanks does not run out.			
Biological	Exposure to biological material	m (Moderate)	R (Rare)	L (Low)	Gloves, lab coat and glasses are to be worn when moving samples in and out of the incubators.			
Biological	Cross contamination of samples, mould/bacteria growing in the incubators.	m (Moderate)	U (Unlikely)	Me (Medium)	Incubators must be cleaned on a regular basis. Ensure different samples are segregated inside the the incubator.			
Electricity	Electric Shock	M (Major)	R (Rare)	Me (Medium)	Incubators to be electrically tested as per the schedule and must have a current test tag. Incubators are to be maintained as per the manufacturer's specifications.			
Manual Handling	Musculoskeletal Injuries from putting things in and out of the incubator.	m (Moderate)	U (Unlikely)	Me (Medium)	Ensure appropriate lifting and carrying techniques. Training in manual handling techniques. Use a trolley to move trays of samples etc if heavy.			

Step 4: Documentation and intial approval:

Completed by: Kate Dixon	Signed: Kate Dixon	Subject Matter Expert:	Date: 8th April 2010
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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:
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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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