

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

RMSS Number:

Initial Issue Date:

22nd April 2010

Current Version:

1

Current Version Date:

22nd April 2010

Next Review Date:

22nd April 2014

**Risk Assessment Title:** MICROSCOPE**Step 1: Identify the activity**

Describe the activity:

Using microscopes 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 using the microscope.

**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
Manual Handling	Musculoskeletal Injuries from incorrect seating.	m (Moderate)	R (Rare)	L (Low)	Appropriate, adjustable seating must be available. Training in appropriate manual handling techniques must be undertaken.			
Chemical	Illness/affects from exposure to hazardous/biological substances.	m (Moderate)	R (Rare)	L (Low)	Appropriate PPE must be worn - lab coats, gloves. Procedures must be assessed to identify if safety glasses are required. Chemical Training must be undertaken. Spill kits/emergency showers to be available. Read MSDS before commencing work with a substance.			
Electricity	Electric Shock	M (Major)	R (Rare)	Me (Medium)	Microscopes must have a current electrical test tag and under maintenance as per the manufacturer's recommendations.			

**Step 4: Documentation and initial approval:**

Completed by: Kate Dixon	Signed: Kate Dixon	Subject Matter Expert:	Date: 22nd 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:
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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