

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

RMSS Number:

Initial Issue Date:
23rd August 2010Current Version:
1Current Version Date:
23rd August 2010Next Review Date:
23rd August 2012**Risk Assessment Title:** RESUSPENDING PELLETS USING (GRADUATED) GLASS PIPETTES**Step 1: Identify the activity**

Describe the activity:

Resuspending pellets using a pipetteboy and glass (graduated) pipette.

Describe the location:

Various laboratories within the School.

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

Staff and students who are conducting this 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 (see Step 5):		
		C	L	R		C	L	R
Glass	Cuts and lacerations from glass if the pipette is broken.	M (Moderate)	L (Unlikely)	H (Medium)	Safe Operating Procedure for the activity. Informal training by an experienced person must be given prior to commencing the activity. The training must include information on sharps safety and waste disposal.			
Biological	Exposure to biological agents if glass is broken.	M (Moderate)	L (Unlikely)	H (Medium)	Safe Operating Procedure for the activity. Informal training by an experienced person must be given prior to commencing the activity. The training must include information on sharps safety and waste disposal. Gloves/eye protection/lab coat to be worn while conducting activity.			

Step 4: Documentation and initial approval:

Completed by: Kate Dixon	Signed: Kate Dixon	Subject Matter Expert: Alistair Standish/Doug Pottrell	Date: 23rd August 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:
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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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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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