UNIVERSITY OF WESTERN SYDNEY

LABORATORY RISK ASSESSMENT FORM

To complete this form refer to LRA Guidance Notes & UWS Hazard Identification, Risk Assessment and Control Procedures (www.uws.edu.au/about/adminorg/corpserv/ohr/occupationalhealthsafetyandwelfare/uwsohspolproc/ohsindex)

PROJECT/EXPERIMENTAL DATA

Staff/Researcher/Student: Jamal Rizk
Supervisor/s (name and qual):
College/School: Engineering Computing and Mathematics
Unit No./Course No.: 300005
Location (Campus, Room No.): Kingswood X building
Project Title: Diploma students laboratory

Briefly outline the procedure for this project/experiment:

LEGAL OBLIGATIONS

The NSW OHS Act 2000 and OHS Regulation 2001 (Chapter 2) requires identification of all foreseeable hazards in the workplace, assessment of the risks that these hazards pose to health and safety and the elimination or control of these risks.

SUMMARY OF RISK ASSESSMENT

Physical Hazards - Yes X No □
Electrical Hazards - Yes X No □
Chemical Hazards - Yes □ No □
Biological Hazards - Yes □ No □
Radiation Hazards - Yes □ No □
Outdoor/Farm Hazards - Yes □ No □
Field Work Hazards - Yes □ No □

If yes to any of the above complete the appropriate risk assessment attached.
If work involves ‘physical activity’ of staff/students complete “pre-screening questionnaire” prior to commencement.

DISSEMINATION OF RISK ASSESSMENT

It is imperative that copies of this form be distributed to relevant personnel, such as technical staff involved in the project, laboratory supervisors and casual staff for undergraduate units.

Has a copy of this form been disseminated to all relevant personnel? Yes X No □

DECLARATION

We the undersigned declare that this Laboratory Risk Assessment is a true record of the Risk Assessment undertaken. We agree to monitor the effectiveness of control measures and review this Risk Assessment in line with the requirements of the OHS Regulation 2001.

Student/Staff Researcher: Jamal Rizk Date: 18/02/2013
Supervisor/s: Date:
Head of School/ Academic Supervisor/Manager: Date:
**RISK ASSESSMENT FOR PHYSICAL HAZARDS**

Physical hazards relate to the equipment and processes that you use and include heat, cold, noise, dust, machinery, manual handling, power tools, working at heights, electrical equipment, vacuum and pressure equipment, ignition sources, projectiles, fire/explosion etc.

Are **Standard Operating Procedures (SOP)** available for any of the identified physical hazards?  

<table>
<thead>
<tr>
<th>Physical Hazard</th>
<th>Risk (Harm)</th>
<th>Risk Rating (R)</th>
<th>Risk Control Measures</th>
<th>Risk Rating (R)</th>
<th>Trained in Control Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairs, tables and laboratory equipments</td>
<td>There is a chance of tripping if the UWS general safety rules are not followed</td>
<td>A III 2</td>
<td>Administrative procedure to follow</td>
<td>C 4 Y</td>
<td></td>
</tr>
<tr>
<td>Electrical</td>
<td>There is a risk for Electrical shock if the students don’t follow the laboratory procedures</td>
<td>A III 2</td>
<td>Follow the laboratory procedure and UWS general safety rules</td>
<td>D III 5 Y</td>
<td></td>
</tr>
</tbody>
</table>

If ‘Yes’, please specify where SOP are located ………………………………

**Physical Hazard**  
**Identify the hazards**  
**Determine the risks associated with the hazard**  
**Determine control measures required to eliminate or minimise the risk using ‘hierarchy of control measures’.**  
**Trained in Control Measure**
RISK ASSESSMENT FOR ELECTRICAL HAZARDS

HIGH RISK plug in electrical equipment must be inspected, tested and tagged as required by Workcover, in accordance with the recommendations of the Standard AS/NZS 3760:2003 (currently every 12 months). Refer to UWS Tagging & Testing for Plug-in Electrical Equipment for further details. (http://www.uws.edu.au/about/adminorg/corpserv/ohr/occupationalhealthsafetyandwelfare/uwsohspolproc/ohsindex)

HIGH RISK electrical equipment is cited as:

- Equipment that is handheld by an operator eg power tools
- Portable equipment or equipment that is routinely moved between places eg water baths, pH meters, balances, centrifuges
- Equipment that is used in a hostile work environment such as laboratories and workshops

<table>
<thead>
<tr>
<th>Equipment Description</th>
<th>Inspection Result Operational (OK) or Faulty (F)</th>
<th>Maintenance Required (Yes-include date/No)</th>
<th>Tagged and Tested (Yes-include date)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Power supplies and multimeters</td>
<td>ok</td>
<td>No</td>
<td>26-27/07/2010</td>
</tr>
</tbody>
</table>

DO NOT USE equipment if it is faulty, requires maintenance and has not been tested and tagged by an authorised person. Contact your supervisor if necessary.
**RISK ASSESSMENT FOR CHEMICAL HAZARDS**

Has MSDS* for each chemical been read, understood and made readily accessible?  
Yes ☐  No ☐  
If ‘Yes’, specify location of MSDS (room/building no.)  …………………………………………  
Are there adequate transport and storage facilities available?  
Yes ☐  No ☐  
Are there appropriate chemical waste disposal systems available?  
Yes ☐  No ☐  
Are there appropriate procedures in place in the event of a spill, leak or emergency?  
Yes ☐  No ☐  
Is health surveillance and/or monitoring required for any chemical?  
Yes ☐  No ☐  
† If ‘Yes’, contact OHS Technical Coordinator before commencing use of chemical.

| Chemical Hazard | Qty and Conc. | Specific procedure for spill, leak or emergency* (Specify) | Risk (Harm)  
| (see risk statements) | Risk Rating (R) | Risk Control Measures  
| Refer to MSDS* | Risk Rating (R)³ | Trained in Control Measure³  
| Y/N/NA | A C P R | A C P R |

Specify if Hazardous Substance or Dangerous Goods classified

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Signature:  
Date:  
Review Date⁴: