

DEPARTMENT OF PHYSICS RISK ASSESSMENT RECORD (See over for notes on completion)		PROCESS/OPERATION/EXPERIMENT:		
What are the significant hazards? (See Note 1)	Who are the persons at risk? (See Note 2)	What are the existing control measures? (See Note 3)	Are these control measures sufficient? Is the residual risk High, Medium or Low?(See Note 3)	What further action, if any, is necessary to control the risk? (See Note 4)
Assessor:		Designation:	Date of Assessment:	Review Date: (See Note 5)

NOTES FOR COMPLETION OF THE DEPARTMENT OF PHYSICS RISK ASSESSMENT RECORD

1. LIST THE SIGNIFICANT HAZARDS.

For example:

Persons falling from a height

Ionising radiation (See Sect. 8 of the Manual of Safety particularly 'Risk Assessment')

Explosion from pressurised equipment or vessels

Contact with dangerous parts of equipment or plant

Ignition of equipment, materials or plant (ie fire)

Injury through working in confined space (eg head injury)

Objects falling from a height (eg is lifting equipment being used?)

Non-ionising radiation (eg UV light)

Implosion from equipment under vacuum

Hearing damage from excessive noise

Ingestion of toxic chemicals or materials (See Section 9 of the Manual of Safety)

Electric shock (See Sections 6 and 12 of the Manual of Safety)

Lifting of heavy weights

Laser radiation

Burns from hot or very cold equipment or materials

Trip/slip hazards (eg openings in floors, cables)

Inhalation of toxic chemicals, gases, vapours, dust or fume (See Section 9 of the Manual of Safety)

2. WHO ARE THE PERSONS AT RISK?

For example:

staff

students

visitors

contractors

maintenance persons

service engineers

cleaners

3. WHAT ARE THE EXISTING CONTROL MEASURES AND ARE THEY SUFFICIENT? IS THE RISK HIGH, MEDIUM OR LOW WITH THE EXISTING CONTROL MEASURES IN PLACE?

That is, what are people currently relying on for safe working?

For example:

An instruction sheet

Their own experience

Local Rules

Personal Protective Equipment (PPE)

Installed guarding or barriers

Their own training and instruction

4. SHOULD MORE BE DONE TO CONTROL THE RISK?

If you have stated the risk to be medium or high with the existing control measures in place, then you must consider this.

5. RECORD THE FINDINGS ON THIS FORM AND REVIEW THE ASSESSMENT PERIODICALLY

Give a realistic review date. If nothing changes, then a longer period between reviews is sufficient.