**Risk Assessment Form – RA-Pump\_servicing\_V1.0**

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| --- | --- | --- | --- |
| Title of Assessment | Rotary Pump Servicing  |  Date of assessment | 03/10/18 |
|  |  |  |  Date of review | 28/01/19 |
| Department | Physics |  Date for review | 28/01/2020 |
|  |  |  |  |  |
| Descriptions of Activities | Servicing pumps (taking pump apart, changing parts and clean them, change of oil) |
|  |  |  |  |
| Name of those working to this assessment | Mareike Herrmann, Patrick Ruddy | Any others who may be affected by this assessment | All other Lab users |
| Assessment carried out by | Mareike Herrmann / Ben Breeze |  |
|  |  |  |

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| Additional information | Risk assessment for servicing different types of pump. These services including draining the old oil, taking the pump apart and changing parts, cleaning the parts from old oil with isopropanol and putting the pumps back together and filling up with new oil. |

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| **Foreseeable Significant Hazard** | **Hazard Risk** | **Existing control measures** | **Controlled residual risk** | **Further Action** where risk remains moderate/high | **By whom & when**  | **Controlled Risk Level**  |
| **Mains electricity**  | Electrocution, burns.  | Users are not to tamper with the equipment. All equipment must have an in date Pat test. | (Major, Unlikely)Low | None |  | Low |
| **Obstructed walkways**  | Slip, Fall | Do not block walkways, be aware of risk | (Minor, Possible)Low | None |  | Low |
| **Dirt or polluted work area** | Poisoning, eye and skin irritation  | Keep all work areas clean and tidy | (Minor, Possible)Low | None |  | Low |
| **Heavy parts, could fall on feet or hands** | Bruises, breaking bones | Wear safety shoes with a steel cap, careful while working with the heavy pumps, get help with lifting if needed | (Serious, Possible)Low | None |  | Low |
| **Slippery floor caused by the oil** | Slip falls | Made sure the old oil is collected in a container with a big funnel. If spillage happens, clean it up straight away with IPA. Work bench is covered in absorbent material that is easy to clean and minimises risk of oil running to the floor.  | (Minor, Possible)Low | None |  | Low |
| **Trapped fingers, rotating parts** | Bruises, breaking bones | Extra care to be taken whilst assembling, always remove fingers from casing whenever possible never run without the outer case | (Serious, Possible)Low | None |  | Low |
| **Chemical hazards (old oil, Isopropanol)** | Irritation of skin | Wear proper PPE (gloves, safety goggles, lab coat), assess the risk before using the chemical (reading safety data sheet) | (Minor, Possible)Low | None |  | Low |

**Work should not be carried out until the assessment is completed to a suitable & sufficient level and all required control measures are in place.**

Is assessment suitable and sufficient Yes

|  |  |
| --- | --- |
| Any further actions required to allow work to commence | none |
|  |  |  |  |
| Approved By | Ben Breeze |  | Position | RTP – Manager |
| Date | 28/01/2019 |  |  |  |

Please print a copy, sign it and keep for your records

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| --- | --- | --- | --- |
|  | **Severity of injury** |  |  |
|  **Likelihood** | **Superficial**  | **Minor** | **Serious**  | **Major** | **Extreme** |
| Unlikely | **Very low** | **Very low** | **Low** | **Low** | **Moderate** |
| Possible  | **Very low** | **Low** | **Low** | **Moderate** | **High** |
| Likely | **Low** | **Low** | **Moderate** | **High** | **Very high** |
| Very likely | **Low** | **Moderate** | **High** | **Very high** | **Very high** | **Overall Risk Rating** (highest level found) | **low** |
| Extremely likely | **Moderate** | **High** | **Very high** | **Very high** | **Very high** |

*See ‘Matrix for risk evaluation’ for further guidance.*