

Risk Assessment Form

Title of Assessment

Date of assessment

Department

Date for review

Descriptions of Activities

Name of those working to this assessment

Any others who may be affected by this assessment

Assessment carried out by

Additional information

This is an internal and external user facility therefor there will be many people using the spectrometer, often just a single time. All users will be trained by the facility manager, Dr Jack Woolley, or an approved user and supervised if deemed necessary by him or their immediate supervisors.

Foreseeable Significant Hazard	Existing control measures	Controlled residual risk	Further Action where risk remains moderate/high	By whom & when	Controlled Risk Level
Exposure to UV light	Light is entirely contained during normal operation. Some possibility of exposure when changing samples but SOPs and PPE cover this.	low			
Exposure to high voltage electricity	The electric systems are entirely closed at all times. Only certified service engineers will have access.	Very low			
Exposure to hazardous chemicals	SOPs and PPE will always be in place. Sample sizes will, by necessity, be minimal, bulk sample preparation, solutions etc. will take place elsewhere. Gloves and goggles must be worn at all times when handling chemicals. No noxious chemicals or dangerous gases to be used at any times. In the event of a spill of a harmful substance, SOPs must be followed and appropriate personnel (Dr Jack Woolley, or Prof James Lloyd-Hughes) must be informed immediately. A Spill kit is located in the dirty corridor outside MAS 2.11.	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	
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Approved By	Professor James Lloyd-Hughes
Date	

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

	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.