


General Risk Assessment for Work in the Chemistry Department

Location(s): <i>(where will the activity or task take place?)</i>				All areas of the Chemistry (CG) and Materials Chemistry (MC) buildings		Ref:	CGRA2020
Description of task or activity	Hazards <i>(things with the potential to cause harm)</i>	Those at risk <i>(people who could be harmed)</i>	How could they be harmed?	Uncontrolled risk level <i>(level of risk without control)</i>	Required controls <i>(how the risk can be removed or reduced by for example engineered methods, safe systems of work, training and/or personal protective equipment)</i>	Controlled risk level <i>(when controls are in place)</i>	Relevant sections of Chemistry or UHSS policy
Transport of chemicals (deliveries, waste)	Hazardous chemicals, liquid spills, broken glass	All in department (including general public in circulation areas)	Chemical exposure, fire, slips, cuts	Alert	Codes of practice that include: i. the transport of materials, and; ii. general conduct in public areas. Emergency evacuation procedures. No running, or use of mobile phones or headphones in public areas.	Care	Section B Section D Section I,K
Computer work	Incorrect posture	All in department	Strains, back pain	Alert	Ensure appropriate furniture, monitor(s), keyboard and mouse are used; take regular breaks; perform DSE assessment and review following any changes.	Care	Section D
Circulation and work in Chemistry facilities	Liquid spills, obstructions, trip hazards	All in department (including general public in circulation areas)	Slips and trips	Caution	Ensure all areas are free from slip and trip hazards; adoption of safe patterns of working and behaviour; risk reduction methods; respond to changing conditions (e.g. weather); reporting of problems.	Care	Section D
Manual handling	Heavy or bulky items	Personnel moving heavy items	Musculo-skeletal injury, crush injury	Caution	Wearing of appropriate PPE, including safety shoes; risk assess infrequent or difficult loads (MAC tool); code of practice for moving items by hand; movement of heavy or awkward items using a handling aid.	Care	Section D Section H
Out-of-hours and lone working	Accident, illness	All in department	Undiscovered person needing medical help	Stop	Register for those in the department outside normal work hours; another worker within earshot; lone lab. working prohibited; no undergraduates in labs outside normal work hours and outside term unless supervised.	Care	Section E
Work with electrical items	Unearthed or live equipment	All in department	Electric shock, fire	Stop	Inspection of equipment before use; regular PAT testing of all electrical equipment by an authorised tester; Live Electrical Work only permitted by authorised personnel.	Care	Section B Section F
Legionella	Water stored 20-45 °C able to form spray	All in department	Legionellosis	Caution	Nominated Manager for the control of Legionella. Assessment of outlets at risk. Outlets at risk need to be run regularly to flush stagnant water.	Care	Section D UHSS, MS15
Offsite Activities	No access to medical care, crime, threats to own safety	All personnel travelling on University business	Illness, inability to continue travel, personal injury	Caution	Provision of emergency contact details; for medium/high risk activities, risk assessment + checks on controls and SSoW. For overseas travel: risk assessment (including CRG alerts); travel cover approval through Viator.	Care	UHSS, Guidance G36
Covid-19	Covid-19 infection	All in department or on University business	Illness	Stop	Covid-19 policy, including arrangements for building access, social distancing and cleaning. Personal responsibility for reporting and self-isolating. Hand hygiene and face coverings where appropriate.	Care	Appendix I

Assessment prepared by		Head of Department acceptance		Review date
Name:	Chemistry Department Safety Committee	Name:	Prof. Karl Coleman 	30 September 2021
Signature:	(Safety Committee chair)	Signature:	(Head of Department)	
Date:	01 October 2020	Date:	01 October 2020	
Assessment read and understood by				
All signatories to the Chemistry Department safety policy.				