**RECORD OF RISK ASSESSMENT**



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| **Title of the risk assessment** | Human Powered Aircraft: Risk Assessment for Use of Laboratories |  |
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| **Date risk assessment carried out** |  | 25/02/2018 |
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| **Describe the work being assessed** | Laboratory safety |  |
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| **Describe the location at which the work is being carried out** | Engineering Design and Manufacturing CentreHeat laboratoriesStudent workshops (Highfield and Bolderwood Campus) |  |
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| **Where appropriate list the individuals doing the work and the dates/times when the work will be carried out** | Technical & Academic Staff, Project Students; work manufacturing the aircraft within the labs will start ASAP and will be ongoing until the project is complete |
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| **List any other generic or specific risk assessments or other documents that relate to this assessment-use hyperlinks if possible** | N/A |  |
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| **Name and post of risk assessor** | Matthew Potts: H&S |  |
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| **List the names and posts of those assisting in compiling this risk assessment** | Andy Westerman: Specialist TechnicianZach Tait: President of the society |  |
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| **Name, post and where required, signature of the responsible manager/supervisor approving the risk assessment** | Andy Westerman |  |
|  |   |
| **Reference number and version number of risk assessment** |  |  |



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| --- | --- | --- | --- | --- | --- | --- |
| ref | Task/Aspect of work | Hazard | Harm and how it could arise | Who could be affected? | Existing measures to control risk | Risk Factors |
| L | S | A |  |
| 11 | Repetitive motion | Any process of manufacture | Carpal Tunnel Syndrome | Users | Users are encouraged to split repetitive jobs between others and themselves so to reduce the risk of strain injuries | 2 | 2 | 4 | no |
| 10 | Working with sharp objects | Saw blades, drill bits, knives | Lacerations | Users | Minor lacerations are easily treatable. Supervision is in place where possible to prevent more severe lacerations | 1 | 3 | 3 | no |
| 9 | Working with high temperatures | Welding, etc | Serious burns, heat exhaustion | Users | Staff are available to supervise the use of welding tools, protective gear is worn, cold water must be applied to burns  | 2 | 2 | 4 | no |
| 8 | Working with fibreglass | Air pollution, handling | Asphyxiation from fibreglass dust, eye/skin irritation | Users and Lab visitors | A carefully planned work place ventilation system should be in place so to minimise any respiratory issues the fibreglass could pose. Most people quickly develop a tolerance to any irritation; showers to remove the fibres also provide relief | 2 | 3 | 6 | no |
| 7 | Working in confined spaces | Reduced oxygen levels, risk of fire | Breathing issues, asphyxiation from dust | Users | Make sure to work in a well-ventilated environment. Avoid working in confined spaces with noxious fumes entirely | 1 | 3 | 3 | no |
| 6 | Working with moving parts  | Bike chain and associated assembly | Hair/other appendages getting caught while moving | Users | While the bike chain is moving, all hair is to be tied up and no-one should have their hands near the system. Work is only to take place while the system is at a stop | 2 | 2 | 4 | no |
| 5 | Working at height | Climbing step-ladders | Cuts, bruises, concussion, broken bones by falling from steps | Users | Only competent people should use ladders. Ladders are inspected annually by the Faculty Safety office | 1 | 3 | 3 | no |
| 4 | Moving and lifting heavy Items | Manual handling | Bruises, back injury, strains due to lifting heavy items | Users and Lab visitors | Training is given and lifting equipment is provided | 2 | 3 | 6 | no |
| 3 | Electrical equipment | Faulty/broken equipment | Shock caused by faulty equipment or by working on wiring | Users and Lab visitors | All electrical equipment must be PAT tested and visually inspected regularly | 3 | 2 | 6 | no |
| 2 | Machining | Dangerous equipment | Fragmented material flying off drill, hair and/or clothing getting caught | Technicians | Trained staff and safety guards are in place where possible | 1 | 3 | 3 | no |
| 1 | All Areas | Slips, trips and falls | Injuries caused by slipping on wet floors or tripping over cables or boxes | Users | Walkways are to be kept free from obstruction, any trailing cables are to be covered and routed away from walkways. Spillages are to be cleared up immediately | 2 | 2 | 4 | no |

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| **Post Risk Assessment Actions** |
| **Title of risk assessment**Human Powered Aircraft: Risk Assessment for Use of Laboratories |
| **Have any of the specialist control measures listed below been identified as required during this risk assessment? - indicate yes or no - if yes then include details on the post assessment action list below.** | **Yes/No** |
| is any exposure monitoring required? | No |
| Is any occupational health monitoring required? | No |
| Are there any hazards or other factors that could affect pregnant or nursing mothers? | No |
| Is any specific training required before people can carry out this work? | Yes |
| Laboratory Induction must be carried out before any work starts |  |
|  |
| Are any additional procedures or risk assessments required as a result of this assessment? | No |
|  | **Post Assessment actions** |  |
| **ref** | **Action** | **by whom** | **when** |
| 1 | Laboratory Induction | Westerman |  |