

COSHH HEALTH RECORD FORM - RECORD OF HAZARDOUS SUBSTANCE USAGE

The COSHH Regulations require all individuals working with substances that can cause certain identifiable diseases or adverse health effects to be kept under health surveillance if there is a reliance on Personal Protective Equipment (PPE) to protect the user from exposure.

For most workers this is confined to maintaining a record of a person's involvement in such work. Individuals who work with respiratory sensitizers, mercury, latex, arsenic and skin sensitizers may have additional health surveillance arranged by the Occupational Health Service.

As a pre-cautionary measure the University also requires all individuals working with Nanoparticles to use this form to record their usage.

For further information on the criteria for health surveillance see the University's Hazardous Substances Guidance on the Safety Office website.

Personal Details

Surname:

Forenames:

Male/Female:

Date of Birth:

N.I. Number:

Date commenced present job:

Permanent address:

Postcode:

Dept Tel No:

Status: Staff/Undergraduate student/Postgraduate student/Visitor/Other (Delete as appropriate)

Department:

Supervisor's name and contact telephone number:

Signed:

Date:

PLEASE COMPLETE SUBSTANCE DETAILS OVERLEAF

Once completed please hand a copy to your Departmental Administrator or Departmental Safety Officer (DSO) on or around the 30th September each year.

THIS RECORD MUST BE KEPT BY THE DEPARTMENT FOR 40 YEARS AFTER THE PERSON HAS LEFT THE UNIVERSITY

<i>SUBSTANCE DETAILS</i>					
Name of substance	Nature of hazard ¹	Physical state ²	Quantity, amount ³	Frequency/duration of use ⁴	Control measures in use ⁵

- (1) Carcinogen, mutagen, substance toxic to reproduction, respiratory sensitiser (i.e. asthmagen), skin sensitiser, (Risk Phrases: R42,R43,R45,R46,R49,R60,R61,R63,R64 or Hazard Statements:H334,H317,H350,H340,H350i,H360f,H360d,H361,H362) where listed)
- (2) Liquid, solid, dust, vapour, gas or nanoparticle (particles of approximately 100 nm or less in at least one dimension)
- (3) Include amount and units
- (4) Daily, weekly, monthly, rarely
- (5) Fume cupboard, laminar flow bench, local exhaust ventilation (LEV), glove box or other form of containment, personal protective equipment (please specify)