

Risk Assessment for:

[RA1]

Institution and location:

Briefly describe the activity, experiment or area under assessment.

Significant hazard(s) ¹	Who might be harmed and how? ²	Existing risk Control Measures ³	Level of risk with existing controls ⁴	Additional risk controls required ⁵	Who will carry them out and by when?	Level of risk with all controls ⁶

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Emergency and contingency procedures:⁷

List related Standard Operating Procedures, Safe Working procedures⁸

List specific training or competence required to do this work safely.⁹

Monitoring or health surveillance required?¹⁰

If Personal Protective Equipment (PPE) is required, give details: ¹¹

Please complete this section to confirm that this constitutes a suitable and sufficient assessment of risk:

Name of assessor: ¹²	Signature:	Date:	Name of supervisor:	Signature:	Date:
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Review history ¹³

Reviewed by (name)	Signature	Date	Brief details of changes

NOTES for Completing the Risk Assessment – Please delete this section once you have completed the risk assessment

Ensure you have read the University's [Risk Assessment Handbook](#), which gives more information about each heading.

¹ An alphabetical list of common hazards at the University is provided below to help you, but is not exhaustive. If any of these hazards can be eliminated altogether or can be reduced at source by making an inherent change then you must consider doing so. Hazards in **bold** will also need an additional, more technical assessment on a specialist form - please ask your Departmental Safety Officer or the University Safety Office for further advice.

Animal houses	Electricity	Genetically Modified Organisms	Machinery hazards	Slip, trip and fall hazards
Biological hazards	Falling or flying objects	High or low temperatures	Magnetic fields	Vibration
Chemical hazards	Flooding	High pressures	Manual Handling	Work at height
Collapsing structures	Gases - flammable	Ionising radiations	Noise	
Dusts	Gases - cryogenic, asphyxiant or compressed	Lasers ; optical radiation	Sharp objects; needle sticks	

² Give a brief description of how a *reasonably foreseeable* injury or ill health condition could happen.

³ University HS policies and guidance give details of suitable control measures expected, in line with the Hierarchy of Control Measures (see Risk Assessment Handbook) that are 'reasonably practicable' to implement.

⁴ Level of risk with existing control measure in place – see the Risk Assessment Handbook for determining risk level (low, medium or high) based on likelihood and severity of consequences.

⁵ Include what more needs to be put in place to control risks. If these are extensive, revise the risk assessment once the extra measures are in place.

⁶ What is the level of risk once all the control measures are in place? Is this as low as is reasonably practicable?

⁷ Details of action to take if there is a spillage, something breaks, someone is exposed to the hazard, the alarm sounds etc.

⁸ If it is necessary to have a written safe method of work, refer to it here – the user must also read and follow it.

⁹ Details of specific training, e.g., for work with chemicals: Complete the University Safety Office Chemical Safety training

¹⁰ For some hazards, health surveillance or monitoring will be needed. E.g., high noise levels will require a noise assessment. If this shows exposure levels are high enough, those exposed must be referred to Occupational Health for regular hearing checks.

¹¹ IF PPE is still needed, give details of make, model, type, with instructions on maintenance if appropriate.

¹² The "assessor" is the person(s) carrying out this risk assessment. This should be a person who understands the process/equipment and how to do a risk assessment.

¹³ The assessment should be reviewed regularly (usually every 12 months), or earlier if there is a material change to the process, the equipment, location or relevant safety technologies. It should also be reviewed when new people are involved, or after an accident or incident has taken place. If there is no change, write in "no change".