



Risk Assessment Form to be completed in conjunction with the explanatory notes

Division TBU **Officer responsible for assessing the Risk** Ian Wilmut **Date Risk assessed** 11th June 2006

Task description

The assembly of the noise prototype quad suspension represents additional risks above those normally associated with lab work. This risk assessment is intended to cover the risks associated with the manual mechanical assembly work. And is applicable up to the point where the suspension is being aligned when a HeNe LASER will be required, at that point a separate risk assessment will be needed.

Operation Description	Hazard	Number Exposed			Duration	Likelihood of injury L	Existing controls	Severity of injury S	Risk L x S	New control measures required	Urgency of action
		E	V	P							
Adding top mass to table cloth	Dropping mass on feet	2	2	0	5 mins	2	Provision of safety shoes	2	4	none	
Adding of top stages to upper structure (assuming structure is on the bench)	Dropping mass on feet	2	2	0	10 mins	2	Provision of safety shoes	2	4	none	
Adding of top stages to upper structure (assuming structure above head level)	Dropping mass on feet or head	2	2	0	10 mins	2	Provision of safety shoes and head protection	2	4	none	

Large amounts of stored energy in blade springs	Release of energy could cause harm to body parts in vicinity	2	2	0		1	Designed such that if procedures are followed blades are safe.	3	3	Everyone working with quad must be informed of risk and correct procedures	
Wires under high tension could snap causing blade springs to move violently.	Blade moves violently trapping fingers	2	2	0	Ever present	1	Stops are provided to minimise movement of blade, these should be kept within 5mm of blade at all times, and adjuster with appropriate tools	3	3	none	
Wires under high tension could snap causing free ends to whip uncontrollably	Danger to eyes, and minor risk to hands, arms etc..	2	2	0	Ever present	1	Safety specs must be work when working close with suspension with tensioned wires	2	2	none	

Notes to assist in completing Risk assessment form

Column no	Title	Notes for completing this column
1	Operation description	Identify the sequence of work and each separate operation required to fulfil the task
2	Hazard	Identify any significant hazard that is present during the performance of this operation. <i>A Hazard is something with the potential to cause harm.</i>
3	Number Exposed	Identify the numbers of people who are likely to be exposed to the hazard. There are three classes of people:- E: Employees V: Visitors P: Public
4	Duration	Identify the length of time the persons are likely to be exposed to the hazard during an eight hour working day.
5	Likelihood of injury	Allocate a number between 1 and 6 to express the likelihood of an occurrence and injury resulting. <ol style="list-style-type: none"> 1. Improbable Occurrence 2. Possible Occurrence 3. Occasional Occurrence 4. Frequent Occurrence 5. Regular Occurrence 6. Common Occurrence
6	Existing controls	Note any existing controls that have been put in place to protect the person from the hazard.

7	Severity of injury	<p>Identify the type of injury that is likely to result from the hazard with the existing controls in place. Allocate a number from 1 to 6:-</p> <p>1: Trivial (scratch, graze) 2: Minor 3: Major Injury to one person 4: Major Injury to several people 5: Death of one person 6: Multiple Deaths</p>
8	Risk	<p>RISK is the probability of harm occurring. Multiple column 5 (likelihood) by column 7 (severity) to get the RISK FACTOR Use the Quantifiable Risk Assessment Grid to determine the level of action required.</p>
9	Control Measures required	<p>Initiate a programme of control measures to reduce the identified risks to acceptable levels by:-</p> <p>1) Eliminating the hazard where possible 2) Substituting the Hazard for a less hazardous article or substance 3) Reducing the quantity of the substance or the length of time of exposure 4) Isolating the hazard from the people 5) By installing engineering controls such as guards and administrative controls such as Restricted access 6) Selection and issuing of Personal Protective Equipment to those at risk 7) Enhanced levels of Supervision, Special Training and Instruction for those at risk. Information and signage to warn others of the risks 8) Providing information and signage to warn others of the risk</p>
10	Urgency of Action	<p>This column should be used to set time scales to the control measures identified in column 9 using the table below hence scores of:-</p> <p>30-36 require Immediate Action 24-29 Action within 2 days 18-23 action within 1week 12-17 action within 1 month 6-11 action within 3 months 0-5 any relevant controls to be in place within 6months</p>

QUANTIFIABLE RISK ASSESSMENT

Likelihood		Severity						Severity							
Likelihood	1. Improbable Occurrence	1	2	3	4	5	6	Severity	1	2	3	4	5	6	1. Trivial (scratch, graze)
	2	4	6	8	10	12	2. Minor								
	3	6	9	12	15	18	3. Major Injury to one person								
	4	8	12	16	20	24	4. Major Injury to several people								
	5	10	15	20	25	30	5. Death of one Person								
	6	12	18	24	30	36	6. Multiple Deaths								

Urgency of Action

30-36	Immediate Action
24-29	Action within 2 days
18-23	Action within 1 week
12-17	Action within 1 month
6-11	Action within 3 months
0-5	Any relevant controls to be in place within 6 months