

NDMRB-RA-078

Risk Assessment: Working in the Chemistry Lab

Scope

Working in the chemistry lab presents a whole range of risks. This risk assessment covers all generic aspects of working in a chemistry lab and must be followed as a minimum to eliminate any hazards. There are specific risk assessments which cover different aspects and experimental procedures; these must be read and understood before any work is carried out using these processes. There are also specific SOP's which must be read, understood and followed at all times when working in the chemistry section of the TDI.

All staff must wear a lab coat and safety glasses at all times when in the chemistry lab. All work should be carried out in a fume hood – the only exception is if there is a RA which deems the work safe to be carried out on the bench. If an experiment is going to be left running overnight in a fume hood then all of the relevant information must be displayed clearly on the fume hood before it is left unattended.

All work surfaces and fume hoods are to be kept clean, tidy and free from clutter. Paper in the lab is to be kept at a minimum.

Chemical spills, breakdowns of equipment, any accidents or near misses must be reported to Dr Paul Brennan (chemistry safety manager) and the lab manager as soon as possible.

All staff must be aware of and understand all emergency procedures.

Name of assessor:	Andrea Keepence-Keyte	Date of Assessment:	June 2014	Review Date:	Every 3 years
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Risk Matrix:

Risk Matrix		Likelihood			
		High	Medium	Low	Negligible
Consequence	Severe	High	High	Medium	Effectively Zero
	Moderate	High	Medium	Medium/low	Effectively Zero
	Insignificant	Medium/Low	Low	Low	Effectively Zero
	Negligible	Effectively Zero	Effectively Zero	Effectively Zero	Effectively Zero

Risk Assessment:

Hazard (Cause and consequence)	Affected Groups	Existing controls	Risk	Further Action
Working in the chemistry lab – presents a whole range of hazards.	Staff and students	Employ good chemistry practices and wear lab coat, glasses and gloves (when handling chemicals and experimental equipment) at all times when in the chemistry lab. All work must be carried out in a fume hood unless RA specifically indicates otherwise. All SOP and RA must be read, understood and followed at all times and before work commences	Medium	Staff must be trained before working in the chemistry lab Ensure that all RA and SOP are read and understood. Additional supervision if required
Exposure to chemicals	Staff and students	Employ good chemistry practices and wear lab coat, glasses and gloves at all times when handling chemicals. COSHH must be read and understood before work commences Specific RA and SOP must be read and understood. New staff and students must work under supervision until signed off to work independently. Where relevant, chemicals must be handled in a fume hood and stored correctly when finished with.	Medium	Use correctly labelled and identified chemical storage
Exposure to chemical processes	Staff and students	Employ good chemistry practices and wear lab coat, glasses and gloves at all times when handling chemicals. COSHH must be created before work commences. RA must be carried out, completed, read and understood before work commences	Medium	Annual checking of fume hoods Check all equipment is in good repair before use
Use of equipment	Staff and students	Ensure that all equipment is in good repair before use. All electrical equipment must be PAT tested. Ensure that glassware being used is in good repair, free from chips and cracks before use. Dispose of any glassware that is not suitable via the correct channels.	Medium	Any breakdowns to be reported to the lab manager as soon as possible

		Ensure that there are relevant RA for specific items of equipment that have specific hazards associated with them.		
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Signed By Author:

Approved by (sign and print):

Reviewed by:

Review date: