

## University of Oxford COSHH Assessment Form

Read the notes on completion before attempting to fill in this form. If insufficient space is available under any section, use a separate piece of paper and attach it to the form.

File ref: TDI-046-COSHH  
Date: May 2015

Department: NDM, TDI	Persons involved: All Laboratory Staff
Location of work:	Laboratories

Description of procedure: General lab reagent

Substances used	Quantities used	Frequency of use	Hazards identified	Exposure route
Ammonium Formate CAS no 540-69-2	Available in up to 250g	Weekly	Causes skin irritation. Causes serious eye irritation. May cause respiratory irritation.	Eyes, skin, mucous membranes and upper respiratory tract

Could a less hazardous substance (or form of the substance) be used instead? ~~Yes~~/No  
Justify not using it:

What measures have you taken to control risk?

Engineering controls: Handle in accordance with good industrial hygiene and safety practice. Wash hands before taking any breaks and at the end of the work day. Use personal protective equipment. Avoid dust formation. Avoid breathing vapours, mist or gas. Ensure adequate ventilation. Evacuate personnel to safe areas. Avoid breathing dust.

PPE: Wear suitable protective gloves/eye protection/face protection. Wear lab coat and handle in a fume hood.

Management measures: Store in cool place. Keep container tightly closed in a dry and well-ventilated place. Open containers must be carefully resealed and kept upright to prevent leakage.

Accidental release measures: Use PPE; avoid breathing vapours/mist/gas. Pick up and arrange disposal without creating dust. Sweep up and shovel. Keep in suitable, closed containers for disposal. Prevent further spillage if safe to do so, do not let enter drains.

Checks on control measures:

Is health surveillance required? No	Training requirements: None
-------------------------------------	-----------------------------

Emergency procedures:

**General advice**

Consult a physician. Show this safety data sheet to the doctor in attendance.

**If inhaled**

If breathed in, move person into fresh air. If not breathing, give artificial respiration. Consult a physician.

**In case of skin contact**

Wash off with soap and plenty of water. Consult a physician.

**In case of eye contact**

Rinse thoroughly with plenty of water for at least 15 minutes and consult a physician.

**If swallowed**

Never give anything by mouth to an unconscious person. Rinse mouth with water. Consult a physician.

Fire fighting measures: Use water spray, alcohol resistant foam, dry chemical or carbon dioxide.

Special hazards arising from the substance or mixture: Carbon Oxides, Nitrogen Oxides (NOx)

Advice for Fire fighters: Wear self-contained breathing apparatus where possible

Other info: use water spray to cool other unopened containers

Waste disposal:

Disposal: Dispose of any waste via the safety office, refer to local SOP and RA

Name and position of assessor: Andrea Keepence-Keyte, TDI Lab Manager

Signature:

Name of supervisor (student work only):

Signature:

Name of head of department or nominee:

Signature: