

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-051-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
Heptane CAS no	Kept in 2.5L volumes	Daily/weekly	Highly flammable liquid and vapour. May be fatal if swallowed and enters airways. Causes skin irritation. May cause drowsiness or dizziness. Very toxic to aquatic life with long lasting effects.	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 breathing vapours, mist or gas. Ensure adequate ventilation. Remove all sources of ignition. Evacuate personnel to safe areas. Beware of vapours accumulating to form explosive concentrations. Vapours can accumulate in low areas.

PPE: Wear suitable protective gloves/eye protection/face protection. Wear lab coat.

Management measures: Store in cool place. Keep container tightly closed in a dry and well-ventilated place. Recommended storage temperature 2 - 8 °C

Accidental release measures: Use PPE; Contain spillage, and then collect with an electrically protected vacuum cleaner or by wet-brushing and place in container for disposal according to local regulations. Prevent further leakage or spillage if safe to do so. Do not let product enter drains. Discharge into the environment must be avoided.

Checks on control measures:

Is health surveillance required? No	Training requirements: None
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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, flash back over considerable distance

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: