

Department of Electrical and Electronic Engineering Environment Health and Safety Risk Register

Area	Activity	Hazards	Level	Legislation	Related Procedure	Controls
Offices, Laboratories, Workshops	Building Emergency	Fire, Explosion, Equipment Failure	M	OH & S Act 1985, Dangerous Goods Act & Regulations 2000, Hazardous Substances Regulations 1999	EHS Manual/ 3. Hazard Identification & Control, 5.2 Chemical Management, 5.6 Electrical Safety, 6 Emergency Response	Risk Assessment, Training & Instruction, Inductions, Drills, Signs
Off Campus	University Related Travel	Transport, Hostile Actions, Inclement Weather, Manual Handling	M	OH & S Act 1985, Manual Handling Regulations 2000	EHS Manual/ 3. Hazard Identification & Control, 7.1 Off Campus Travel and Work, 7.4 Driving safely	Risk Assessment, Training & Instruction, Mechanical Aids
Off Campus	Field Work	Transport, Hostile Actions, Inclement Weather, Manual Handling, Fatigue	M	OH & S Act 1985, Manual Handling Regulations 2000	EHS Manual/ 3. Hazard Identification & Control, 7.1 Off Campus Travel and Work, 7.4 Driving safely	Risk Assessment, Training & Instruction, Mechanical Aids, PPE, JSP
Citylink	Consulting	Transport, Manual Handling	M	OH & S Act 1985, Manual Handling Regulations 2000	EHS Manual/ 3. Hazard Identification & Control, 7.1 Off Campus Travel and Work, 7.4 Driving safely	Risk Assessment, Training & Instruction, PPE, Supervision
Offices	Paper Shredding	Lacerations, Electricity	L	OH & S Act 1985	EHS Manual/ 3. Hazard Identification & Control, 5.6 Electrical Safety.	Risk Assessment, Training & Instruction
Offices, Laboratories, Workshops	Using Computers	Manual Handling	L-M	OH & S Act 1985, Manual Handling Regulations 2000	EHS Manual/ 3. Hazard Identification & Control, 8.3 Manual Handling	Risk Assessment, Training & Instruction, Mechanical Aids, Workplace Inspections
Offices, Laboratories, Workshops	Purchasing Equipment	Manual Handling, Non Compliance to Standards	L-M	OH & S Act 1985, Manual Handling Regulations 2000	EHS Manual/ 3. Hazard Identification & Control, 8.3 Manual Handling	Risk Assessment, Training & Instruction, Mechanical Aids, Use Approved Suppliers
Offices, Laboratories, Workshops	Moving & Storing Equipment and Materials	Manual Handling	L-M	OH & S Act 1985, Manual Handling Regulations 2000	EHS Manual/ 3. Hazard Identification & Control, 8.3 Manual Handling	Risk Assessment, Training & Instruction, Mechanical Aids, Workplace Inspections, Signs
Laboratories, Workshop	Repair and Maintenance of Equipment	Equipment Failure, Electricity, Manual Handling	L-M	OH & S Act 1985, Manual Handling Regulations 2000, Plant safety Regulations 1995	EHS Manual/ 3. Hazard Identification & Control, 5.6 Electrical Safety, 5.7.2 Plant Regulations.	Maintenance Procedures, Risk Assessment, Training & Instruction, Mechanical Aids, Workplace Inspections
Laboratories, Workshop	Working From Heights	Falls	L-M	OH & S Act 1985, Manual Handling Regulations 2000, Plant safety Regulations 1995, Occupational Health and Safety (Prevention of Falls) Regulations 2003	EHS Manual/ 3. Hazard Identification & Control, 5.7.2 Plant Regulations, 7.5 Working at Heights	Risk Assessment, Training & Instruction, JSP, Mechanical Aids, Workplace Inspections, Signs
Laboratories, Workshop	Using Power Tools and Machinery	Lacerations, Noise, Electricity, Manual Handling	L-M	OH & S Act 1985, Manual Handling Regulations 2000, Plant safety Regulations 1995	EHS Manual/ 3. Hazard Identification & Control, 5.6 Electrical Safety, 5.7.2 Plant Regulations. 8.6 Control of Noise	Risk Assessment, Training & Instruction, Portable Appliance Electrical Safety Testing, JSP's, PPE, Workplace Inspections, Signs
Workshop, PRL Laboratories	Using and Storing Chemicals	Manual Handling, Fire, Spillage, Contamination, Toxic	L-M	Dangerous Goods Act & Regulations 2000, Hazardous Substances Regulations 1999	EHS Manual/ 5.2 Chemical Management, 3. Hazard Identification & Control	Training, Risk Assessment, MSDS, JSP's, PPE, Chemical Manifest, Spill Containment, Inspections, Labels, Signs
Workshop	Spray Painting	Environmental Contamination	L	OH & S Act 1985, Dangerous Goods Act & Regulations 2000, Hazardous Substances Regulations 1999, Environmental Protection Act (1970)	EHS Manual/ 5.2 Chemical Management, 3. Hazard Identification & Control	Risk Assessment, Training & Instruction, MSDS, PPE, Use Spray Booth
Workshop	Welding	Manual Handling, Electricity, Burns, Heat, Eye Injury	L-M	OH & S Act 1985, Manual Handling Regulations 2000, Plant safety Regulations 1995	EHS Manual/ 5.2 Chemical Management, 3. Hazard Identification & Control	Risk Assessment, Training & Instruction, Portable Appliance Electrical Safety Testing, JSP's, PPE, Signs
Laboratories, Workshop	Using Testing/Measuring Equipment	Manual Handling, Electricity	L-M	OH & S Act 1985, Manual Handling Regulations 2000	EHS Manual/ 3. Hazard Identification & Control, 5.6 Electrical Safety, 8.3 Manual Handling	Risk Assessment, Training & Instruction, Portable Appliance Electrical Safety Testing, JSP's, PPE, Workplace Inspections
Laboratories	Supervising Practical Classes	Manual Handling, Electricity, Supervision of Students	L-M	OH & S Act 1985, Manual Handling Regulations 2000	EHS Manual/ 3. Hazard Identification & Control, 5.6 Electrical Safety, 8.3 Manual Handling	Risk Assessment, Training & Instruction, Portable Appliance Electrical Safety Testing, JSP's, PPE
Laboratories	Design and Implementation of Experiments	Manual Handling, Electricity	L-M	OH & S Act 1985, Manual Handling Regulations 2000	EHS Manual/ 3. Hazard Identification & Control, 5.6 Electrical Safety, 8.3 Manual Handling	Project Assessments, Risk Assessment, Training & Instruction, Portable Appliance Electrical Safety Testing, JSP's, PPE
Laboratories	Supervising Final Year Projects	Manual Handling, Electricity, Supervision of Students	L-M	OH & S Act 1985, Manual Handling Regulations 2000	EHS Manual/ 3. Hazard Identification & Control, 5.6 Electrical Safety, 8.3 Manual Handling	4th Year Project Assessments, Risk Assessment, Training & Instruction, Portable Appliance Electrical Safety Testing, JSP's, PPE
Laboratories, Workshop	Handling and Disposal of Waste Products	Manual Handling, Fire, Spillage, Contamination, Toxic	L-M	Dangerous Goods Act & Regulations 2000, Hazardous Substances Regulations 1999, Environment Protection Act 1970	EHS Manual/ 5.2 Chemical Management, 5.8 Waste Disposal, 3. Hazard Identification & Control, 8.3 Manual Handling	Risk Assessment, Training & Instruction, Mechanical Aids, Workplace Inspections
Laboratories, Workshop	Soldering	Burns, Electricity, Fumes, Eye Injury	L-M	OH & S Act 1985	EHS Manual/ 5.2 Chemical Management, 3. Hazard Identification & Control	Risk Assessment, Training & Instruction, Portable Appliance Electrical Safety Testing, JSP's, PPE, Air Filtration

Laboratories, Workshop	Using Lasers	Eye Injury, Burns, Electricity	L-M	OH & S Act 1985	EHS Manual/ 3. Hazard Identification & Control, 5.4 Non-Ionising Radiation	Risk Assessment, Training & Instruction, Portable Appliance Electrical Safety Testing, JSP's, PPE, Workplace Inspections
PRL Laboratories	Design and Implementation of PRL Experiments	Manual Handling, Electricity, Using Lasers	L-M	OH & S Act 1985	EHS Manual/ 3. Hazard Identification & Control, 5 Environment and Safety in the work place, 7 Specialised Hazards	Risk Assessment, Training & Instruction, Mechanical Aids, Workplace Inspections