RISK ASSESSMENT 3D Model

EHS Manual

This form is to be used in conjunction with the Environment Health and Safety Manual Procedure 3.2 Hazard Identification, Assessment and Control - Application.

Information of Activity

Activity: Extended computer use

Location: ___Chemistry_____

Identified by: _G. Papadopetros_____

Date: _____19/6/07_____

Identified Hazard / Aspect: __Occupational overuse injuries

Risk Analysis matrix – level of risk

Identified Hazards	Risk Assessment			Risk Score	Risk Level
	Exposure (E)	Likelihood (L)	Consequence (C)	E x L x C	
Occupational overuse injuries	3	0.3	5	4.5	M
Eye stress	3	0.3	5	4.5	M

Definitions									
Exposure	E	Likelihood	L	Consequence	C	Risk Score	Hierarchy of Risk Controls
Continuously	10	Almost Certain	1.0	Catastrophic	20	**E** >20 **H** >10	**Elimination** is a permanent solution and should be attempted in the first instance.
Frequently	6	Likely	0.6	Major	10	**M** 3-10	**Substitution** involves replacing the hazard or environmental aspect by one of lower risk.
Occasionally	3	Possible	0.3	Moderate	5		**Engineering** controls involve physical barriers or structural changes to the environment or process.
Infrequently	2	Unlikely	0.1	Minor	2	**L** < 3	**Administrative** controls reduce hazard by altering procedures and providing instructions.
Rarely	1	Rare	0.05	Insignificant	1		**Personal protective equipment** last resort or temporary control.

LEGEND

E: extreme/significant risk; immediate action required; must be managed by senior management with a detailed plan, notify RMO immediately.
H: high risk, senior management attention needed, detailed research and management planning at senior levels
M: moderate risk, management responsibility must be specified; manage by specific monitoring or response procedures
L: low risk, manage by routine procedures; unlikely to need specific allocation of resources

Details of Risk Controls to be Taken

Risk Controls: *(These should be determined by both the person(s) identifying the risk and the responsible manager and HSR or Environmental Representative).* When determining risk controls refer to Hierarchy of Risk Control. Some examples are operating manuals, safe work procedures, licenses, permits to work, training and instruction etc

Ensure your workstation has had an ergonomic assessment done on it (See Safety Officer). Chairs and desks should meet the AS 3590.2 (1990). When sitting in front of a computer for greater than 4 hours per day, some things to consider are:

Sit at correct height
Minimise reach distances
Avoid cradling phones
Sit symmetrically at computer
Ensure elbows hang by the side when typing
Ensure regular rest breaks are taken
Ensure the monitor is at the correct height and distance
Change the focal length of the eyes regularly, ie look at objects in the distance

Avoid:

Bending the head forwards or sideways > 20 deg

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Twisting the neck > 20 deg
Reaching forwards or sideways > 30 cm from the body
Excessive bending of the wrist.

Person assessing the risk: ___G. Papadopetros_____ Date: _____19/6/07_____

Authorised by: _____ G. Papadopetros _____ Planned completion date: _19/6/07

Risk Control Measures Completed

Actions by: _____ G. Papadopetros _____ Completed (Initials & date): ___19/6/07____