



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: Use of glass waste wheelie bins Location: Chemistry loading dock
 Identified by: G. Papadopoulos Date: 1/6/07
 Identified Hazard / Aspect: Flying glass fragments, contact with sharp/broken glass

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	
Contact sharp/broken glass	2	0.1	5	1	L
Flying glass fragments	2	0.1	5	1	L
Vandalism. Contents strewn across Monash Rd by unruly public.	6	0.05	5	1.5	L

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

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

No known incidents in last 10 years.

Supervision requirements: None, provided glass waste procedure is iterated at induction.

The "Disposal of empty chemical containers" and the "Disposal of glass" procedures are to be followed (see Safety Manual p40-41). I.e:

Empty winchesters (2.5l bottles) and other chemical containers including lab glassware must be clean and free of any chemical residue which may be hazardous to health or the environment.

- Residue free glass may be disposed of in the glass bins on the loading dock.
- No caps are to be left on any container to be disposed of.
- Labels must be defaced to be illegible or removed.



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RISK ASSESSMENT 3D Model

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• Other waste glass can be disposed of in glass bins on the loading dock. It must be free of chemical residue and labels must be defaced to be illegible or removed if it contained hazardous materials.

Contaminated glass should **not** be placed in the glass bins. The Safety Officer should be notified so that it is disposed of accordingly.

Tongs should be used or appropriate gloves worn, if glass is actually handled. If glass bins are tipped to empty their contents into the wheelie bins, then care should be taken to ensure glass does not break and splinter as it is dropped into the bins. Minimise the height that glass is dropped into bins. Lab coat and safety glasses should be worn in case of flying glass fragments.

With the upcoming redevelopment of the Chemistry buildings, consideration should be given to ensuring that the glass waste wheelie bins are relocated to a more secure or isolated area, away from public access.

Person assessing the risk: G. Papadopoulos Date: 1/6/07

Authorised by: G. Papadopoulos Planned completion date: 1/6/07

Risk Control Measures Completed

Actions by: _____ Completed (Initials & date): _____