



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: Moving loaded trolleys Location: Chemistry

Identified by: G. Papadopoulos Date: 20/6/07

Identified Hazard / Aspect: Sustained application of force. Manual handling

### 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	
Pushing/pulling heavy objects	2	0.3	5	3	Medium
Exerting force in awkward posture	2	0.3	5	3	Medium
Applying uneven/fast forces for move	2	0.3	5	3	Medium

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

Equipment is to be regularly maintained and in good working order. Reduce the weight of the load on the trolley. Ensure smooth application of force. The floor surface is hard and flat. Low gradient ramps are provided. Ensure access area clear prior to moving trolley. The physical capabilities of staff should be suitable for this task.

Person assessing the risk: G. Papadopoulos Date: 20/6/07

Authorised by: G. Papadopoulos Planned completion date: 20/6/07

### Risk Control Measures Completed

Actions by: G. Papadopoulos Completed (Initials & date): 20/6/07