## RISK ASSESSMENT

<table>
<thead>
<tr>
<th>Department</th>
<th>Location</th>
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</table>

**Description of project/task**

**Person(s) involved and status**

<table>
<thead>
<tr>
<th>Main hazards of the work/project</th>
<th>Controls required</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Consider: people who can be affected, equipment used, materials handled and environment hazards)</td>
<td>(Consider: appropriate physical, procedural and behavioural controls).</td>
</tr>
</tbody>
</table>

**Level of Supervision**

A = Work may not be started without direct supervision  
B = Work may not start without the supervisor’s advice or approval  
C = No specific extra supervision requirements

**Other relevant specific assessments (List)**

**Date for review of assessment (maximum period of 5 years)**

**Hazards identified and precautions specified are appropriate for the task**

**Head of Department/DSC/Academic supervisor**

**Acknowledgement by person(s) involved**

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A copy of this assessment should be sent to the Departmental Safety Coordinator. The Management of Health and Safety at Work Regulations require that a risk assessment is carried out before work starts. For guidance on risk assessment see Safety Circular SC42.

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**ALWAYS REVIEW THE ASSESSMENT IF CIRCUMSTANCES CHANGE.**  
**DON’T WAIT FOR THE FORMAL REVIEW.**
| Main hazards of the work/project  
(Consider: people who can be affected, equipment used, materials handled and environment hazards) | Controls required  
(Consider: appropriate physical, procedural and behavioural controls) |