

## Risk Assessment Form

<b>Procedure</b>	Use of underbench freezers and fridges
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<b>Name(s) of person performing the work</b>	Users (Lab manager & Lab Technician & Tenants & Licensee's)		
<b>Name &amp; position of assessor</b>	Khwaja Islam & Laboratory Manager	<b>Signature</b>	
<b>Date of assessment</b>	01/10/2018	<b>RA Number</b>	BioE 0017

### **Outline of procedure / activity:**

There are six underbench fridges and six underbench freezers (Liebherr) in Innovation lab 1 (696.10.14) and there are 6 underbench fridges and 6 underbench freezers in Innovation lab 2 (696.10.22). There is under bench fridge in the chemistry lab (696.10.23) and an upright fridge & under bench freezer in the TC lab (696.10.26). The under bench fridges consist of 3 grid shelves (maximum load per shelf is 5kg).

Operator must be trained in operating fridge and freezer to guarantee safe daily use. Untrained Personnel are not be allowed to operate the centrifuges. Users should operate fridge and freezer according to instructions in the manual. User must always ensure that power cable is in good condition, no wires exposed.

#### Cleaning:

Clean the appliance at least twice a year or as when required. Before cleaning, always switch off the appliance. Disconnect from the mains:

- Clean the inside, equipment parts and outer walls with lukewarm water and a little detergent.
- Do not use chemical solvents or any cleaning agents containing sand or acid.
- The dust should be removed from the refrigeration unit and heat exchanger- metal grid at the back of the appliance – once a year.
- Clean the drain hole in the refrigerator compartment with a thin object, e.g. cotton swab.

#### Safety precaution:

- Disconnect the appliance from the mains if any fault occurs.
- When disconnecting the appliance, pull on the plug, not on the cable.
- Do not allow naked flames or ignition sources to enter the appliance.
- Do not stand on the plinth, drawers or doors or use them to support anything else.
- Avoid prolong skin contact with cold surfaces or chilled materials.
- Do not store explosives or sprays using combustible propellants such as butane, propane etc in the appliance.
- Do not use electrical appliances inside the appliance.
- The appliance is designed for use in enclosed areas.

### Potential hazards

Substance or item handled	Associated Hazard (s)	Existing Control Measures	Risk (L/M/H)	Further Action required	Risk (L/M/H)
Use of refrigeration	Risk of burns from direct contact with cold contents.	All operators should be trained on proper operating procedures before handling the refrigeration. Must wear PPE (lab coat and lab gloves and safety specs when loading or unloading the refrigeration. Avoid prolong skin contact with cold surfaces.	M	No further action required if the existing control measures are adhere to.	M
Use of refrigeration	Risk of personal injury and equipment damage from flammable components.	Not allowed to store flammable materials. Freezer to be protected from sparks and flames.	L	No further action required if the existing control measures are adhere to.	L
Use of refrigeration	Electrical hazard - Electrical shock – danger of death.	Only switch on the device if the device and power cable are undamaged. The device has been properly installed and there is a preventative maintenance in place. Only trained personal are allowed to use the machine. Refrigeration is earthed, protective earth connection for	L	No further action required if the existing control measures are adhere to.	L



		the machine is provided using 13A plug fitted to the machine (RCD protected). Make sure it has been PAT tested.			
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**Persons potentially at risk:**

Only the user or others near by

**Action in event of an accident or emergency:**

1. **Fire:** raise the fire alarm and evacuate the area.

**Arrangements for monitoring effectiveness of control:**

Daily inspection of equipment by lab technician.

Annual preventative maintenance carried by external contractor.

Instruction and training given to all operators which is reviewed annually.

Existing operators receive annual refresher training.

Annual pat testing by external contractor.

**Arrangements for monitoring effectiveness of control:****Review of the Risk Assessment:**

Date of review		Name of reviewer	
Date of next review		Signature	

Have the control measures been effective in controlling the risk?

Yes	No
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Have there been any changes in the procedure or in the information available which affect the estimated level of risk from the listed substances

Yes	No
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What changes to the control measures are required?

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**Declaration by Tenant/Licensee/Technician:**

I confirm that I have read this Risk Assessment and that I understand the hazards and risks involved and will follow all of the safety procedures stated. Where PPE has been identified as a control measure, I will ensure that it is worn.

**Declaration by Laboratory Manager (LM):**

I confirm that the tenant/licensee/technician who has signed below is competent to undertake the work. My counter-signature indicates that I am happy for the work to proceed.

Name (Please print)	Signature	LM Countersignature	Date



Name (Please print)	Signature	LM Countersignature	Date