

Risk Assessment Form

Procedure	Use of Orbital Shaker with Platform (Labnet)
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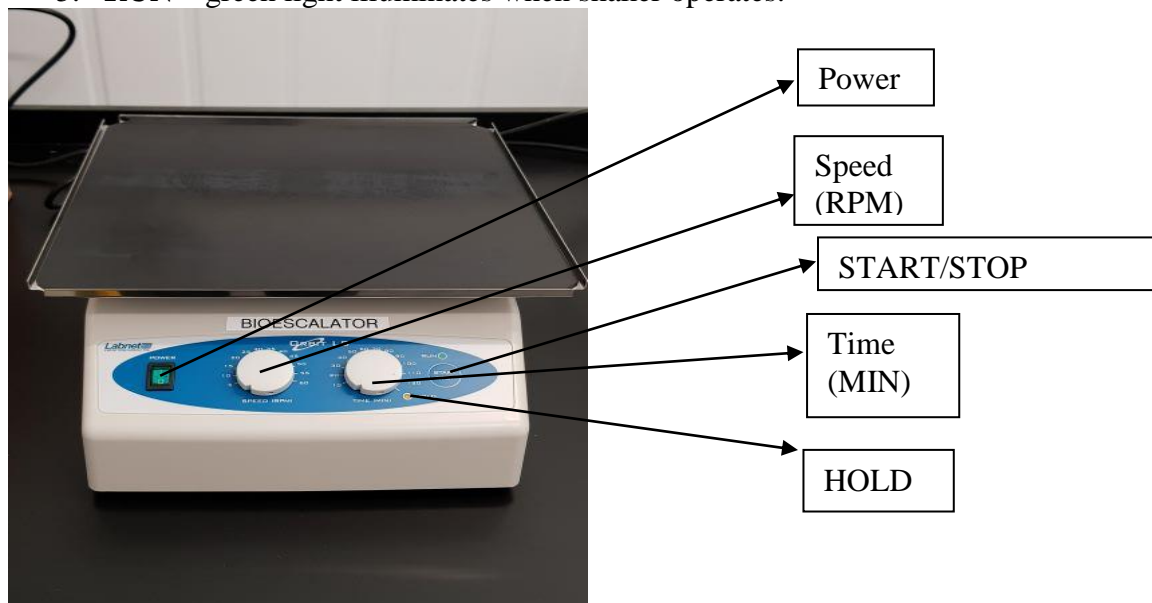
Name(s) of person performing the work	Users (Lab manager & Lab Technician & Tenants & Licensee's)		
Name & position of assessor	Khwaja Islam & Laboratory Manager	Signature	
Date of assessment	16/12/2019	RA Number	BioE 0039

Outline of procedure / activity:

The orbital LS analogue shaker with platform is located in the cold room (696.10.25) and it is a general-purpose laboratory shaker for blotting, gel staining and general mixing. It can be used in cold room and incubator. It has a maximum load of 5 kg and a variable speed range of 3 to 60 rpm.

Operation:

1. **POWER** switch – to turn the shaker ON (power switch illuminates) or OFF.
2. **SPEED** potentiometer – to set the shaker speed.
3. **HOLD** – yellow light illuminates when shaker is set on HOLD for continuous operation.
4. **START/STOP** button to start or stop shaking.
5. **RUN** – green light illuminates when shaker operates.



Note: The speed can be adjusted at any time during shaker operation. The time however can not be changed

while the shaker is in motion. To change the time press STOP button first, allow the shaker platform to come to full stop and set the time value again. Restart the shaker.

Note: Misuse or unauthorized modifications will waive the warranty rights. If the equipment is used in a manner not specified by the manufacturer, the safety features of the shaker may be impaired.

Periodically clean the instrument using a damp cloth and mild detergent solution. Do not use harsh or abrasive cleaning agents.

Operator must be trained in operating orbital shaker platform to guarantee safe daily use. Untrained Personnel are not be allowed to operate the orbital shaker platform. User must always ensure that power cable is in good condition, no wires exposed.

Safety precautions:

- Be careful when you plug the cord to a grounded wall socket.
- Do not touch plug with wet hand.
- Do not pull the plug by the cord.
- Do not expose the shaker to the aggressive vapours (e.g. organic solvents).
- Do not insert any objects into the shaker (such as screw driver or metal rods).
- Never operate the shaker without platform securely attached.
- Hazardous samples should be shaken only in appropriate containment vessels.
- Do not shake flammable or explosive samples.

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 orbital shaker.	Electrical hazard - Electrical shock – danger of death.	Only switch on the device if the device and power cable are undamaged. Only trained personal are allowed to use the machine. Incubator is earthed, protective earth connection for the machine is provided using 13A plug fitted to the machine (RCD protected). Make sure it has been PAT tested. Regular visual checks of power cords for fault, fraying or wear and regular electrical safety check. Any faults reported and repaired before use.	L	No further action required if the existing control measures are adhere to.	L
Biological samples/ Hazardous samples	Biohazard	Wear proper PPE; gown (lab coat and gloves and safety specs). Users will have a risk assessment / SOP in place before work begins. Hazardous samples should be shaken only in appropriate containment vessels.	L	No further action required if the existing control measures are adhere to.	L

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 Tenants/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