

PROJECT /ACTIVITY RISK ASSESSMENT FORM (RA2)

Ref.
No.CfAM/11/M1

Guidance on completing this form can be found in *University Safety Guide 4 – Guide to Health & Safety Risk Assessments*, available from the H&S website A to Z (go to R).

School / Dept / Unit	Centre for Advanced Microscopy				
A: Identifying workplace hazards and existing controls					
1. Brief summary of work activity or project assessed	Operation of the Quanta scanning electron microscope, CfAM Room 3 (Physics Building)				
2. List significant hazards	Emission of X-rays from electron microscope.				
3. Relevant University or local guidelines or standards	CfAM User Handbook				
4. List who might be exposed to the hazards (e.g. staff, students, visitors, consider numbers at risk)	CfAM Staff and Users				
5. How might they be harmed? (type of injury or health problem that might result)	Excessive exposure to X-rays will damage tissue.				
6. List control measures in place to reduce risks <i>Assess whether these controls are adequate, actually used in practice and regularly checked, where appropriate.</i>	Use by registered and trained staff and users only. Microscope is completely shielded to avoid X-ray emission. Any modification of microscope is strictly forbidden. Emission is monitored annually during service by engineers from FEI Company.				
B: Assessing the level of risk and further action needed					
7.1 How severe is any injury or health effect likely to be?	Tick one box (S =score given in brackets)	Minor <input type="checkbox"/> (1)	Serious X (2)	Major <input type="checkbox"/> (3)	Fatal <input type="checkbox"/> (4)
7.2. How likely is exposure to the hazard?	Tick one box (P =score given in brackets)	Very unlikely X (1)	Unlikely (2)	Possible <input type="checkbox"/> (3)	Likely <input type="checkbox"/> (4)

7.3. Calculate the risk score by multiplying the 2 scores in Q7.1 & 7.2	Risk Score (S x P) =	Low (1-3) X	Medium (4-6)	High (8-9)	Very High <input type="checkbox"/> (12-16)
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8. Immediate further action to be taken to make the situation safe / reduce risk to health	Action to be taken by whom?	Implementation Date
9. Further action or additional controls needed to reduce risk as low as reasonably practicable	Action to be taken by whom?	Implementation Date

Name of Assessor (please print)	Peter Harris	
Signature of Assessor		Date: 27 May 2011
Signature of Head of Dept/School/Unit		Date:

10. Date for Review (maximum 12 months from date of assessment)	March 2012
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