

WORKPLACE RISK ASSESSMENT SYSTEM

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Risk Assessment Details ID: RA_EEE_103341 Rev No: 1  Draft ID: 0 

User's School/ Department/ Student Activity Group:	School of Electrical & Electronic Engineering	Project Title:	DIP E012: A Smart Battery Charger and Monitoring System
Workplace:	School of Electrical & Electronic Engineering	Other workplace:	-
Location:	Project Lab (S2-B4-01/02)	Conducted By:	NG HWEE YANG MEG(HNG045@e.ntu.edu.sg);MAK SIN HUA(MAKS0008@e.ntu.edu.sg);SEAN LOW CHUN WAI(SLOW027@e.ntu.edu.sg);TAN REN XIAN, GLEN(GTAN081@e.ntu.edu.sg);BAID SHAURYA(BAID0003@e.ntu.edu.sg);GOH ZHI PING(GOHZ0046@e.ntu.edu.sg);KIRBY YEO KER BI(E210120@e.ntu.edu.sg)
Approved By:	Chan Pak Kwong (EPKCHAN@ntu.edu.sg)	Submitted By/Submitted Date:	NG HWEE YANG MEG/25-Jan-23
Approved Date:	26-Jan-23	Next Review Date:	25-Jan-26
Status:	Approved	Comments:	NA

1. Hazard Identification					2. Risk Evaluation
1a.	1b.	1c.	1d.	1e.	2a.
No.	Work Activity	Hazard	Sub Hazard	Possible Accident/III Health & Person-at-Risk	Existing Risk Control
1	Soldering	Psychosocial	Fatigue	Occupational asthma or respiratory illness	Always use fume extractor provided. Ensure the fume hood located to draw the fume and smoke away from users into the extraction unit. Recommended to wear masks.
		Physical	Contact with heated surface	Burns/ scalds	Briefing by Lab Staff before usage. Only the person using switch on the soldering station.

					Check for any damage to equipment. If any damage is visible, do not switch the soldering station on, report the damage to the Lab Staff and request for equipment replacement.
		Psychosocial	Fatigue	Sprains, strains	Ensure the seating and lighting is adequate for your needs. If the job is taking longer than expected take regular breaks.
2	Use of electrical equipment	Electrical	Contact with electrical energy	Others:Electric Shock	Briefing by Lab Staff before usage. Check for any damage to equipment. If any damage is visible, do not switch the equipment on, report the damage to Lab Staff and request equipment replacement. Ensure the power supply is switched off before making any changes to the circuit. Ensure work area is free of any obstructions.
		Physical	Slips, trips and falls hazard	Others:Bodily injuries (bruises)	Ensure good housekeeping practices and extension cords/wires are properly laid or taped down
3	Wiring up the electrical/electronic circuitry	Electrical	Contact with electrical energy	Others:Electric Shock	Ensure power supply is off before any connections are made. Check that the power supply readings are stable according to component operating range. Ask group members to ensure proper circuitry linkage before switching on the power supply.
4	Usage of hand tools	Physical	Others:Cut, Bruises	Sprains, strains	Briefing by Lab Staff before usage. Ensure users are properly geared (covered shoes, gloves, long sleeves, etc.) before commencing project

		Psychosocial	Fatigue	Sprains, strains	Ensure that activity is conducted in a well-lit environment and appropriate height. Take breaks as required. Buddy with another user to take turns
5	Replace faulty equipment with good working set	Physical	Others:Accidental dropping of equipment during shifting	Others:Foot Injury	Lab staff use a waist-lift trolley to move slowly and carefully when transporting the equipment.