

Activity being assessed:	Sheffield Robotics General Lab Risk Assessment			Ref.	20090.0
Location:	PLB B08, B09	Assessment Date:	22nd Oct 2024	Review date:	22nd Oct 2025

Description of activity

General hazards and risks from them found within the Sheffield Robotics laboratories.

Pam Liversidge Building

Rooms B08, B09

Hazards	What Harm might occur, and to whom?	Existing control measures	Risk rating			Additional control measures	Residual risk		
			L	S	RR		L	S	RR
Fire/smoke inhalation.	Risk of death or serious injuries from fire/smoke inhalation to all building occupants.	Prior to working within the lab an induction process must be completed by all lab users. During this induction, lab users are informed of the emergency procedures in the result of a fire, fire evacuation routes, assembly points, closest fire extinguisher to their location. A systematic process is in place to test the fire alarm system and an annual evacuation test takes place. All staff and postgraduates are required to take online fire training annually. Fire marshals have been appointed	1	5	5	none	1	5	5

Incorrect Manual Handling.	Cuts, bruises, sprains, tears, small fractures, muscle strain, musculoskeletal problems could all occur to staff, students, visitors etc as a result of incorrect manual handling.	It is recommended that students, staff, visitors etc do not lift/move loads that they are not personally comfortable with. Prior to working within the lab Postgraduate students/Staff must have completed the mandatory online training for manual handling. This is covered within the lab induction and students/Staff are given a link to the training. No items are to be stored on top of cupboards/cabinets above head height. If you suspect an items weight is to heavy and you feel you are not comfortable lifting/moving the item contact the relevant technician who will assist.	1	3	3	Contact the School safety officer for further help or guidance with manual handling.	1	3	3
Slips, trips and falls.	Cuts, bruises, sprains, tears, small fractures, muscle strain could all occur to staff, students, visitors etc as a result of Slips, trips and falls.	Work areas and walkways must remain clear and tidy at all times. Routine lab inspections are carried out periodically and housekeeping is checked and assessed. If work is to be carried out within this area that would impact on other users then the area should be cordoned off and affected people informed. Any water/substance that's spilled should be cleaned up immediately using any appropriate methods that are detailed in the relevant MSDS or CoSHH Form for that particular substance. No unnecessary storing of equipment, materials etc.	1	3	3	Maintain a positive culture towards housekeeping.	1	2	2
Lone and or Out of Hours working.	Staff, students, visitors etc becoming isolated after injury/illness resulting in a possible increased severity of injury/illness due to not being able to contact assistance.	Avoid lone / Out of Hours working where possible. If lone working cannot be avoided, relevant risk assessments should be produced to acknowledge the aspect of 'lone	1	3	3	Supervisor should ascertain if there are any existing medical conditions that may affect the decision to approve lone working.	1	3	3

Key to risk ratings

Likelihood (L)	Guide Description
5	Very likely/imminent - certain to happen
4	Probable - a strong possibility of it happening
3	Possible - it may have happened before
2	Unlikely - could happen but unusual
1	Rare - highly unlikely to occur

Severity (S)	Guide Description
5	Catastrophic - fatality, catastrophic damage
4	Major - significant injury or property damage, hospitalisation
3	Moderate - injury requiring further treatment, lost time
2	Minor - first aid injury, no lost time
1	Very minor - insignificant injury

		Severity (S)				
		1	2	3	4	5
Likelihood (L)	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5

Risk Rating (RR)	Action
High Risk	Stop the task/activity until controls can be put into place to reduce the risk to an acceptable level.
Medium Risk	Determine if further safety precautions are required to reduce risk to as low as is reasonable practicable.
Low Risk	No further action, keep under review.

Assessment Created by:	Mr Richard Wilkinson.
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School of Computer Science Risk Assessment
Sheffield Robotics General Lab Risk Assessment

I have read and understand the hazards involved with the risk assessment 'Sheffield Robotics General Lab Risk Assessment', and agree to work in accordance with the working practices defined in that assessment:

Signature	NAME in block capitals	Date

Keep this list of signatories secure. A printed copy of the Assessment must be readily available to the signatories, so they can check expected work practices.