

## **Risk Assessment Form for Taught PG Projects**

**Student Name(s):** Aisling Lee  
**Class Group:** MECE  
**Student Email:** aisling.lee32@mail.dcu.ie  
**Student Number:** 20216371  
**Supervisor:** Dr Derek Molloy

Within this document the following areas of concern will be evaluated with respect to risks they will or may pose through the duration of the completion of this project and the mitigation methods in place to deal with them should they arise:

1. Work Environment,
2. Work Equipment,
3. Electrical Shock Hazard,
4. Manual Handling,
5. Sudden Illness and/or Medical Emergencies,
6. Fire/Emergency Evacuation

## Work Environment

All operations/procedures being assessed (give specific details):

All work for this project will be completed off campus, on site and on a single person team.

Risk Category Rating:

Low risk due to the nature of work being completed

Known or expected hazards associated with the activity:

Lone working within the environment

Precautions to be taken to reduce the level of risk:

Ensuring correct levels of ventilation and lighting are maintained to avoid strains or risk  
Maintaining clear pathways to avoid slips trips and falls.

Training prerequisite:

NA

Risk remaining:

NA

Emergency procedures:

Sufficient channels of communication for emergency contacts are made available through numerous methods (landline and mobile phones, internet access, notification of location to relevant parties)

Detail references if any:

NA

## Work Equipment

All operations/procedures being assessed (give specific details):

This project will be mostly computer based so maintaining an ergonomic set up at a desktop with correct supports such as appropriate chair, desk and monitor configurations as well as mitigating strain with regular breaks for physical movement and resting of the eyes.

Risk Category Rating:

Low risk due to the precautions in place

Known or expected hazards associated with the activity:

Prolonged periods at desk will need to be monitored as adherence can slip if not re-enforced

Precautions to be taken to reduce the level of risk:

Work in pomodoro styles will ensure a visual and audible trigger to move every 30 minutes.

Acquisition of ergonomic peripherals, appropriate chair

Workplace ergonomic assessment has taken place by employer to verify it meets standard

Training prerequisite:

Ergonomic working conditions training completed with employer

Risk remaining:

NA

Emergency procedures:

Sufficient channels of communication for emergency contacts are made available through numerous methods (landline and mobile phones, internet access, notification of location to relevant parties)

Detail references if any:

NA

## Electrical Shock Hazard

All operations/procedures being assessed (give specific details):

The desktop and devices used will be powered by electrical mains and batteries.

Risk Category Rating:

Low risk due to the nature and location of work being completed

Known or expected hazards associated with the activity:

NA

Precautions to be taken to reduce the level of risk:

Power supplies are to be selected and applied as per the device manufacturers specifications

Ensuring power supplies are correctly fitted/installed with no damage to fixings, insulation, or cabling.

All devices powered by mains are to be handled with care and placed in enclosures to avoid risk of contact with exposed conductors.

All work will be done on devices (anything not part of the desktop configuration) will be done so without power supplies attached to avoid electrical shock

Training prerequisite:

Previous training for safe working with electrical systems and components completed as part of previous courses

Risk remaining:

NA

Emergency procedures:

Sufficient channels of communication for emergency contacts are made available through numerous methods (landline and mobile phones, internet access, notification of location to relevant parties)

Detail references if any:

NA

## Manual Handling

All operations/procedures being assessed (give specific details):

The equipment in this project will not require manual handling however there may be large objects which require relocation/movement to gain access to locations/areas of interest. These will be assessed on a case-by-case basis and handled with appropriate technique should the need arise

Risk Category Rating:

Low risk due to the nature and location of work being completed

Known or expected hazards associated with the activity:

NA

Precautions to be taken to reduce the level of risk:

A per standard procedure weight, size and location of object which requires movement is to be assessed and where appropriate avail of assistance or tools (such as hand trucks)

Training prerequisite:

Previous manual handling training has been completed

Risk remaining:

NA

Emergency procedures:

Sufficient channels of communication for emergency contacts are made available through numerous methods (landline and mobile phones, internet access, notification of location to relevant parties)

Notification of movement of items will be made to appropriate persons and where items are of significant size and/or weight assistance will be sought for to ensure minimal risk and help is present in case of emergencies

Detail references if any:

NA

## Sudden Illness and/or Medical Emergencies

All operations/procedures being assessed (give specific details):

Should an event occur where the project worker succumbs to serious illness or experiences a medical emergency due to or during the period of this project below is outlined the designated procedure to address same.

Risk Category Rating:

Low risk due to the nature and location of work being completed

Known or expected hazards associated with the activity:

NA

Precautions to be taken to reduce the level of risk:

NA

Training prerequisite:

NA

Risk remaining:

NA

Emergency procedures:

Sufficient channels of communication for emergency contacts are made available through numerous methods (landline and mobile phones, internet access, notification of location to relevant parties)

Appropriate levels of medical supervision/assistance is to be sought

Should there be any instances of medical emergencies arising from work on this project the supervisor will be notified as soon as is reasonably possible to do so

Detail references if any:

NA

## Fire/Emergency Evacuation

All operations/procedures being assessed (give specific details):

While working in a contained environment consciousness of evacuation routed and fire safety are paramount even when risk is minimal.

Risk Category Rating:

Low risk due to the nature and location of work being completed

Known or expected hazards associated with the activity:

NA

Precautions to be taken to reduce the level of risk:

A clear path and evacuation plan has been considered should a scenario arise which requires one for the location in which this project will be completed Fire alarms and smoke detectors are present, tested and verified functional.

Training prerequisite:

NA

Risk remaining:

NA

Emergency procedures:

Sufficient channels of communication for emergency contacts are made available through numerous methods (landline and mobile phones, internet access, notification of location to relevant parties)

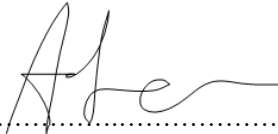
Should an alarm trigger emergency services would be notified immediately to attend scene

Detail references if any:

NA

### For the Project Worker and Project Supervisor:

We have carried out a risk assessment for the above operation/procedure in accordance with those guidelines as detailed in the School Safety Handbook.

Signature of Project Worker.......... Date: 21/03/2022

Print name of Project Worker: AISLING LEE

Signature of Project Supervisor..... Date.....

Print name of Project Supervisor: DR DEREK MOLLOY

Print name of Technical Officer assigned to Project: CONOR MAGUIRE

N.B.

- Copies of completed forms should be submitted to the Project Supervisor and the Technical Officer assigned to the project.
- A signed copy of the completed form should be kept in close proximity to the project bench/space where the project is taking place.