

1. Activity or Task Based Risk Assessment [Ref Number: 27551]

Name	ECSE FYP 2021 Human decision making on boarding public transport	Current Rating	Residual Rating
Location	Clayton - 16 Alliance Ln - Engineering 35 (35) - Ground Level - G13	Low	Low
Business Unit		Last Review Date	Risk Owner
Electrical & Computer Systems Eng		18/03/2021	MEHER SINGH
Risk Assessment Team		Risk Approver	
Wynita Griggs		Wynita May Griggs	
Additional Notes			
Describe task / use			
Coding at a workstation followed by testing using an applicaiton			

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Risk Factors

Risk Factor

4.3 - Musculoskeletal stress from awkward posture or repetitive movements

Description

Ergonomic hazard - sitting for long periods of time at a work station

- 1.0 - Fixed plant (e.g. cool rooms, fume cupboards, safety showers, boilers, lathes, lifts, gas mains, PET scanners) -- No
- 2.0 - Transport and mobile plant (e.g. motor vehicles, forklifts, walky stackers, trolleys and wheelbarrows) -- No
- 3.0 - Powered equipment, tools and appliances (e.g. computers, workshop equipment, kitchen equipment, gas cylinders) -- No
- 4.0 - Non-powered handtools and equipment (e.g. furniture and fittings, ladders, handtools, packing equipment, glassware) -- Yes
- 5.0 - Chemical materials (e.g. dangerous goods, hazardous substances, poisons and drugs) -- No
- 6.0 - Materials and substances (not otherwise selected from category 5.0) -- No
- 6.3 - Fire and smoke -- No
- 7.1 - Outdoor working environment (e.g. carparks, walkways, outdoor stairs) -- No
- 7.2 - Indoor working environment (e.g. internal rooms, floor surfaces, stairwells) -- No
- 8.5 - Biological materials (e.g. animals, non-living animal materials, microorganisms) -- No
- 8.4 - Personal impairment and/or interaction (e.g. pre-existing medical condition, assisting a patient) -- No
- 9.1 - Psychological (e.g. stressful situations) -- No

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Low		Negligible	
Existing Controls		Proposed Controls	
<ul style="list-style-type: none"> 4 - Engineering control measure: Ergonomic Chair at the workstation 		Description	Responsibility
		Ensuring regular breaks are taken and good posture is maintained	MEHER SINGH
			Target Date
			30/11/2021

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Risk Factor	0.2 - Slips, trips & missteps (i.e. falls on the same level)
Description	
<p>Tripping on computer wires/ bags while at a work station</p>	<ul style="list-style-type: none"> • 1.0 - Fixed plant (e.g. cool rooms, fume cupboards, safety showers, boilers, lathes, lifts, gas mains, PET scanners) -- No • 2.0 - Transport and mobile plant (e.g. motor vehicles, forklifts, walky stackers, trolleys and wheelbarrows) -- No • 3.0 - Powered equipment, tools and appliances (e.g. computers, workshop equipment, kitchen equipment, gas cylinders) -- No • 4.0 - Non-powered handtools and equipment (e.g. furniture and fittings, ladders, handtools, packing equipment, glassware) -- No • 5.0 - Chemical materials (e.g. dangerous goods, hazardous substances, poisons and drugs) -- No • 6.0 - Materials and substances (not otherwise selected from category 5.0) -- No • 6.3 - Fire and smoke -- No • 7.1 - Outdoor working environment (e.g. carparks, walkways, outdoor stairs) -- No • 7.2 - Indoor working environment (e.g. internal rooms, floor surfaces, stairwells) -- No • 8.5 - Biological materials (e.g. animals, non-living animal materials, microorganisms) -- No • 8.4 - Personal impairment and/or interaction (e.g. pre-existing medical condition, assisting a patient) -- No • 9.1 - Psychological (e.g. stressful situations) -- No

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Low		Low	
Existing Controls		Proposed Controls	
<ul style="list-style-type: none"> 5 - Administrative control measures: Wires are all placed behind the work station. Bags are placed under work stations. 		Description	Responsibility
		Ensure workstation is tidy and no unnecessary objects are placed near the workstation.	MEHER SINGH
			Target Date
			30/11/2021

Appendix

Documents Referenced

Monash University Risk Management Procedure

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Risk Matrix Level	
Negligible	No additional control measures required
Low	Manage by routine procedures at local management level
Medium	Management responsibility must be specified and response procedures monitored
High	Senior management attention needed and management responsibility specified
Extreme	Immediate action required and must be managed by senior management with a detailed plan