

**Electronic, Electrical and Computer Engineering**  
**Risk assessment for generically assessed operations**

You do not need to carry out a written risk assessment in order to do the operations detailed below, provided such operations are done [within rooms designated for that purpose and within the Gisbert Kapp building](#).<sup>(1)</sup>

- ✓ Using equipment that has been purchased and provided by the School
- ✓ Using equipment that has a valid tested for electrical safety label
- ✓ Using a bench power supply that provides less than 30 Volts between terminals or earth
- ✓ Working on a project that USES voltages below 30 Volts (whether generated or transformed) .
- ✓ Working on a project that produces/uses Radio frequency signals below 1mW/cm<sup>2</sup>
- ✓ Using a P.C. solely to write software/documentation
- X** Not using Chemicals (Including proprietary substances such as glue, cleaning solvents or water)
- ✓ Using lasers classified as Class 1
- ✓ Only Soldering in a designated area, with fume extraction & using colophony free solder
- ✓ Only using small hand-tools to construct electronic circuits (Pliers, wire cutters, and screwdrivers)
- ✓ Working with items at temperatures between 5 degrees and 30 degrees Celsius
- X** Not working with revolving or moving parts

Any work outside these parameters must not be carried out until a risk assessment has been made.

In some cases the risk assessment may be simple clarification from your supervisor or the person responsible for the working area, for example, does a piece of battery operated equipment require testing for electrical safety.

In ALL other cases a full risk assessment will need to be carried out detailing the Hazard and likelihood of the risk, this may need to take into account legislation such as the Electricity at work regulation, The COSHH (Control of substances Hazardous to Health Regulations etc) and the School / University Health and Safety policies. Further details may be found by following the Health and Safety Link at:-

<http://www.eee.bham.ac.uk/techsupp/>

By signing this form you are

- a) Stating that all of your work conforms to the above parameters
- b) Stating that you have read the relevant School and University Health and Safety Policies.

This form must be signed or a written Risk assessment carried out and presented to your supervisor before you start any work and a new risk assessment made whenever circumstances change

Access into swipe operated laboratories will not be allowed until a written risk assessment is produced.

Hot-seated Undergraduate laboratory N219 is generally designed solely for the use of UG & MSc students who have signed this form and do not require a written Risk assessment. However some activities outside these parameters such as the usage of small amounts of adhesive may be allowed following a risk assessment.

UG & MSc students operating outside these parameters must work in a designated research area and must display a copy of their risk assessment prominently at their working position.

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I agree that I have assessed my work and it only involves those operation stated above

I understand that should my work change such that I am operating outside the above parameters I will need to re-asses the risks.

Signed:\_\_\_\_\_Date \_\_\_\_\_Student

Signed\_\_\_\_\_Date \_\_\_\_\_Supervisor

(1) See <http://www.eee.bham.ac.uk/techsupp/saferooms.doc> for a room list