SINGAPORE INSTITUTE OF		DOCUMENT TITLE	Page 1 of 7
TECHNOLOGY	EFFECTIVE DATE	PROGRAMME TITLE	VERSION

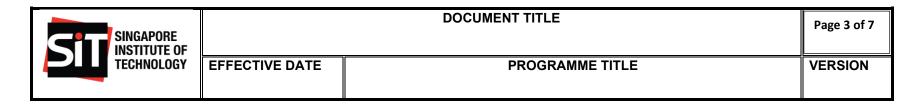
	Inventory of Work Activities													
(please r	ce Number: refer to PRS RA Repository for ning number)			Division	Food, Chemical and Bio	technology								
Title	hellooo													
Ref	Location	Process		Work Act	ivity	Remarks								
1		Completion	Removal of wo housekeeping.											
			Post processing of machined workpiece.											

Note:

- This form is to be completed before filling in the Risk Assessment Form.
 The contents of the Process (column) and Work Activity (column) in the Inventory of Work Activities Form are to be copied over to the Process (row) and Work Activity (column), respectively, in the Risk Assessment Form.

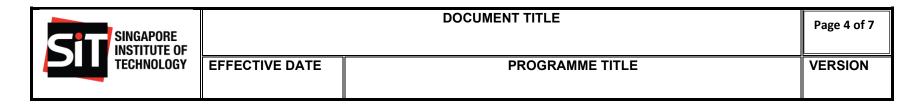
SINGAPORE INSTITUTE OF		DOCUMENT TITLE	Page 2 of 7
TECHNOLOGY	EFFECTIVE DATE	PROGRAMME TITLE	VERSION

						RISK	(ASSE	SSME	ENT								
Refe	rence Number					RA	Leade	r:					Appr	oved by	:		
Title) :	hell	000			RA	Team:							iture:			
Divis	sion: Review Date:	and Biot	technology	Location: Next Review Date:	17 Jul 2028								Desig Date	ination:			
		Haz	zard Identificati	on	Ri	isk Evaluatio	on						Ri	sk Cont	rol		
Ref	<u>Activity</u>		<u>Hazard</u>	Possible injury / ill- health	Existing risk		<u>S</u>	L	RPN	Add	litional controls	<u>S</u>	L	1 1	nplementation Person	<u>Due</u>	Remarks
						Comp	letion	•	•			•	•			•	
	Removal of wor piece and cutting tool and housekeeping.	rk ng	Physical	bruises a	a) Administratival) Switch off the and ensure the spindle comes to complete stop became work piece.	e machine chuck / co a coefore utting tool	3	1	3	a)							
			Ca Ma Ma Mi	Likelihood everity atastrophic (5) ajor (4) oderate (3) inor (2) egligible (1)	Rare (1) 5 (M) 4 (M) 3 (L) 2 (L) 1 (L)	Remote (2) 10 (M) 8 (M) 6 (M) 4 (M) 2 (L)		15 12 9 6	asional (3) 5 (H) 2 (M) 6 (M) 8 (L)		Frequent (4) 20 (H) 16 (H) 12 (M) 8 (M) 4 (M)	25 20 15 10	t Certa (5) 6 (H) 6 (H) 6 (H) 6 (H) M)	in			



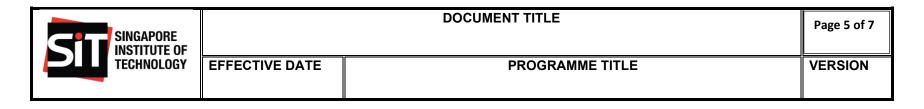
	Haz	zard Identification	on	Risk Evaluation						Ris	sk Co	ntrol		
Ref	<u>Activity</u>	<u>Hazard</u>	Possible injury / ill- health	Existing risk controls	<u> </u>	L	RPN	Additional controls	<u>S</u>	Ŀ	RPN	Implementation Person	<u>Due</u> date	Remarks
				correct tools for cleaning PPE c) Wear appropriate PPE such as cut resistant safety gloves during work piece and cutting tool removal as well as cleaning machine. d) Wear appropriate PPE such as safety shoes.										
1.1.2		Cut by sharp edges.		a) Administrative Control a) Switch off the machine and ensure the chuck / spindle comes to a complete stop before removing the cutting tool and work piece. b) Use correct tools for cleaning PPE c) Wear appropriate PPE such as cut resistant	3	1	3	a)						

Likelihood	Rare	Remote	Occasional	Frequent	Almost Certain
Severity	(1)	(2)	(3)	(4)	(5)
Catastrophic (5)	5 (M)	10 (M)	15 (H)	20 (H)	25 (H)
Major (4)	4 (M)	8 (M)	12 (M)	16 (H)	20 (H)
Moderate (3)	3 (L)	6 (M)	9 (M)	12 (M)	15 (H)
Minor (2)	2 (L)	4 (M)	6 (M)	8 (M)	10 (M)
Negligible (1)	1 (L)	2 (L)	3 (L)	4 (M)	(M)



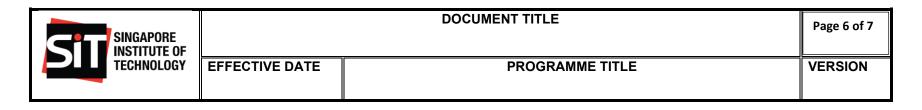
	Hazaı	rd Identificatio	n	Risk Evaluation						Ri	sk Co	ntrol		
Ref	<u>Activity</u>	<u>Hazard</u>	Possible injury / ill- health	Existing risk controls	<u>S</u>	L	RPN	Additional controls	<u>S</u>	L	RPN	Implementation Person	<u>Due</u> date	Remarks
				safety gloves during work piece and cutting tool removal as well as cleaning machine. d) Wear appropriate PPE such as safety shoes.										
1.1.3		truck by alling object.		a) Administrative Control a) Switch off the machine and ensure the chuck / spindle comes to a complete stop before removing the cutting tool and work piece. b) Use correct tools for cleaning PPE c) Wear appropriate PPE such as cut resistant safety gloves during work piece and cutting tool removal as well as cleaning	3	1	3	a)						

Likelihood	Rare	Remote	Occasional	Frequent	Almost Certain
Severity	(1)	(2)	(3)	(4)	(5)
Catastrophic (5)	5 (M)	10 (M)	15 (H)	20 (H)	25 (H)
Major (4)	4 (M)	8 (M)	12 (M)	16 (H)	20 (H)
Moderate (3)	3 (L)	6 (M)	9 (M)	12 (M)	15 (H)
Minor (2)	2 (L)	4 (M)	6 (M)	8 (M)	10 (M)
Negligible (1)	1 (L)	2 (L)	3 (L)	4 (M)	(M)



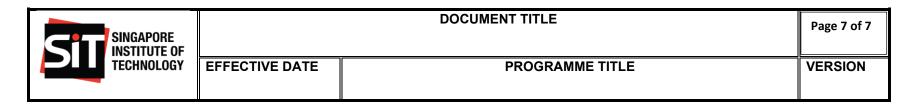
	Haz	zard Identification	on	Risk Evaluation						Ri	sk Co	ntrol		
Ref	<u>Activity</u>	<u>Hazard</u>	Possible injury / ill- health	Existing risk controls	<u>S</u>	L	RPN	Additional controls	<u>S</u>	L	RPN	Implementation Person	Due date	Remarks
				machine. d) Wear appropriate PPE such as safety shoes.										
	Removal of work piece and cutting tool and	Physical		 a) Administrative Control a) Ensure parts are cooled 2min before removal. PPE b) Wear appropriate PPE such as cut resistance gloves 	2	1	2	a)						
1.2.2	housekeeping.	Contact with hot surfaces of cutting tool and work piece.		a) Administrative Control a) Ensure parts are cooled 2min before removal. PPE b) Wear appropriate PPE such as cut resistance gloves	2	1	2	a)						
1.3.1		Physical		a) Administrative Control a) Use appropriate tools for deburring and post	2	1	2	a)						

Likelihood	Rare	Remote	Occasional	Frequent	Almost Certain
Severity	(1)	(2)	(3)	(4)	(5)
Catastrophic (5)	5 (M)	10 (M)	15 (H)	20 (H)	25 (H)
Major (4)	4 (M)	8 (M)	12 (M)	16 (H)	20 (H)
Moderate (3)	3 (L)	6 (M)	9 (M)	12 (M)	15 (H)
Minor (2)	2 (L)	4 (M)	6 (M)	8 (M)	10 (M)
Negligible (1)	1 (L)	2 (L)	3 (L)	4 (M)	(M)



	Haz	zard Identification	on	Risk Evaluation	1					Ri	sk Co	ntrol		
Ref	<u>Activity</u>	<u>Hazard</u>	Possible injury / ill- health	Existing risk controls	<u>s</u>	L	RPN	Additional controls	<u>S</u>	L	RPN	Implementation Person	<u>Due</u> date	Remarks
1.3.2	workpiece.	Contact with sharp objects/ sharp tools		processing. PPE b) Wear appropriate PPE such as cut resistance gloves for post processing. a) Administrative Control a) Use appropriate tools for deburring and post processing. PPE b) Wear appropriate PPE such as cut resistance gloves for	2	1	2	a)						
				post processing.										

Likelihood	Rare	Remote	Occasional	Frequent	Almost Certain
Severity	(1)	(2)	(3)	(4)	(5)
Catastrophic (5)	5 (M)	10 (M)	15 (H)	20 (H)	25 (H)
Major (4)	4 (M)	8 (M)	12 (M)	16 (H)	20 (H)
Moderate (3)	3 (L)	6 (M)	9 (M)	12 (M)	15 (H)
Minor (2)	2 (L)	4 (M)	6 (M)	8 (M)	10 (M)
Negligible (1)	1 (L)	2 (L)	3 (L)	4 (M)	(M)



L	evel	Severity	Description
		,	'
	1	Negligible	Negligible injury.
	2	Minor	Injury or ill-health requiring first-aid only (includes minor cuts and bruises, irritation, ill-health with temporary discomfort, fatigue, mental well-being).
	3	Moderate	Injury or ill-health (including mental well-being) requiring medical treatment (includes lacerations, burns, sprains, minor fractures, psychosocial stress, dermatitis and work-related upper limb disorders).
	4	Major	Serious injuries or life-threatening occupational diseases (includes amputations, major fractures, multiple injuries, occupational cancers, acute poisoning, diagnosed mental illnesses, disabilities and deafness).
	5	Catastrophic	Fatality, fatal diseases or multiple major injuries.

Level	Likelihood	Description
1	Rare	Not expected to occur but still possible.
2	Remote	Not likely to occur under normal circumstances.
3	Occasional	Possible or known to occur.
4	Frequent	Common occurrence.
5	Almost certain	Continual or repeating experience.

Risk score	Acceptability of risk	Recommended actions
Low 1-3	Acceptable	No additional risk control measures may be needed. Frequent review and monitoring of hazards are required to ensure that the risk level assigned is accurate and does not increase over time.
Medium 4-12	Tolerable	A careful evaluation of the hazards should be carried out to ensure that the risk level is reduced to as low as reasonably practicable (ALARP) within a defined time period. Interim risk control measures, such as administrative controls, may be implemented while long term measures are being established. Management attention is required.
High 15-25	Not acceptable	High Risk level must be reduced to at least Medium Risk before work commences. There should not be any interim risk control measures and risk control measures should not be overly dependent on personal protective equipment. If practicable, the hazard should be eliminated before work commences. Management review is required before work commences.

Note:

1. For the Role and Responsibilities of the Approver and RA Leader please refer to sections 4.3 and 4.4 of the Risk Management Programme respectively.