**Risk Assessment Form**

<table>
<thead>
<tr>
<th>Assessor:</th>
<th>Personnel involved:</th>
</tr>
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<tbody>
<tr>
<td>Simon McCallum</td>
<td>Staff listed on</td>
</tr>
</tbody>
</table>

**Activity being assessed:**

Use of Laboratory Sharps and Glassware.
Hazards identified:

Cuts from damaged or broken glass

Needle-stick (puncture injuries)

Poisoning or infection following cuts by contaminated glassware, sharps.

Psychological trauma due to fear of poisoning or infection.

Control measures to reduce level of risk:

-Avoid the use of sharps where possible.

-Safety glasses should be worn. These available at both sites.

-Before use, all glassware should be checked to ensure that it is free from flaws that may cause it to fail in use.

-A bottle carrier or trolley must be used when transporting glassware around the building. Glass bottle carriers are available for smaller bottles. Larger volumes of solvent are filled elsewhere into 10l plastic containers.

-Glass must never be stored on the floor (unless in a suitable container).

-Glass vessels under vacuum should normally be enclosed in plastic or wire mesh to prevent fragments being scattered after implosion.

-After use, if not for disposal, sharp items must always be placed in a safe position/orientation so as to avoid possible injury to others.

Sharps must never be disposed of in the normal waste bin. Broken glass and glass pipettes etc. must be disposed of into specially designated bins (brown wheelie bins). Safety glasses must be worn for this operation. Other sharps i.e. needles, razor blades and scalpel blades must be disposed of in rigid, impervious containers, which should be sealed and collected for incineration when full.

A dustpan and brush should be used to clear up broken glass (safety spectacles must be worn). Tongs or forceps should be used for clearing sinks. Broken glass must never be left on floors or work surfaces or in unsuitable containers.

Note: Refer to H+S Division document ‘Safe Biological Practice (SBP) for Prevention and Control of Exposure to Biological Agents in the Laboratory’

Spillage/uncontrolled release: Any spillage associated with broken glass should be covered with bleach which is in turn damped with paper towels. After disposal of the glass and paper towels,
the surface should be wiped down with 70% ethanol. If biologically contaminated spillages occurred, Trigene should be used instead. All of the above will then be autoclaved before incineration

Emergency procedures

First Aid:
In case of accident immediately contact First Aid Office/ deputy Laboratory Manager; outside normal working hours go directly to Accident and Emergency
<table>
<thead>
<tr>
<th>Assessor:</th>
<th>Signature of assessor:</th>
<th>Date of assessment:</th>
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</thead>
<tbody>
<tr>
<td>Simon McCallum</td>
<td></td>
<td>24th September 2021</td>
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<td></td>
<td></td>
<td>Next review: October</td>
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<td></td>
<td>1st October 2022</td>
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