

# Risk Assessment Form

(This is an active document and must be maintained)



UNIVERSITY OF  
CAMBRIDGE

Materials Science and Metallurgy

Date: 15<sup>th</sup> September 2017

Supervisor of Room/Area: **Prof. Serena Best & Prof. Ruth Cameron**

Room or area: **2\_014 (CCMM Labs)**  
(Describe location)

Name of Assessor(s): **Wayne Skelton-Hough**

**Title of Activity / Experiment / Work Area:**

**Incubating samples using the laboratory incubators.**

**Description of Activity / Experiment / Work Area:**

Samples are placed in the incubator in order to keep them at an elevated temperature while experiments are being carried out. The incubator is typically set to a temperature of 37 °C to simulate body temperature, although other temperatures may be used. Samples are withdrawn at various time intervals over several days.

**SECTION 1:** Identify all significant hazards, who or what may be affected by each individual hazard and controls in place to reduce risk to a minimum.

<b>Hazard Description</b>	<b>Hazard to whom or what</b>	<b>Controls in place to reduce risk to a minimum</b>
Electrocution	Person carrying out the procedure.	Inspect all electrical equipment and power cables before use and do not use any equipment that show any signs of damage. Ensure electrical equipment carries an up to date PAT test label before using it.
Cuts from glass	Person carrying out the procedure.	When removing glass from the incubator, extreme care shall be taken. Any breakages shall be cleared up immediately and disposed of in the broken glass bin provided.
Exposure to toxic substances or fumes.	All laboratory users.	Only non-toxic substances capable of withstanding elevated temperature without decomposing shall be placed in the incubator. All samples placed in the incubator must be stored in an appropriate container, which is securely fastened and clearly labeled.

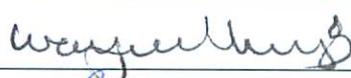
Exposure to unknown chemicals	All laboratory users.	Ensure that all containers are clearly labelled with details of the container's contents (in plain English), the preparation date or date of opening, sample owner's name and if applicable the sample expiry date. Any hazards associated with the sample must be clearly marked on the outside of the container.
Exposure to biological hazard	All laboratory users	Ensure that samples to be placed in the incubator for a prolonged period of time are sterile. Do not open any containers where an unknown organism has grown.

**SECTION 2: Emergency Procedures**

If the operator sustains a cut, it should be cleaned out and medical attention sought.

If the operator or other laboratory user shows signs of exposure to fumes or spillages from a sample in the incubator, the appropriate MSDS and/or COSHH assessment should be consulted for appropriate emergency action.

In order to shut the equipment down in case of an emergency, switch incubator off at its main plug.

Signature of Assessor(s)		Date: 15/09/17
Signature of Supervisor		Date: 19/9/17

**SECTION 3: Review** - This assessment must be reviewed every 12 months or earlier if the basis of the original assessment is altered.

Review Date	Reviewed by (Signature)

Review Date	Reviewed by (Signature)

## Change log

<b>Change</b>	<b>Date</b>	<b>Updated by</b>	<b>Description</b>
1	15/07/2016	W. Skelton-Hough	Document issued.
2	11/09/2017	W. Skelton-Hough	Document title changed. Document title added to document footer.
3	15/09/2017	W. Skelton-Hough	Section 3 of risk assessment added back into document.