

Risk Assessment Form

(This is an active document and must be maintained)



UNIVERSITY OF
CAMBRIDGE

Materials Science and Metallurgy

Date: 22nd September 2017

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

Room or area: **2_014 (CCMM main lab)**
(Describe location)

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

Title of Activity / Experiment / Work Area:

Use of the Imptech 302 DVT polishing machine

Description of Activity / Experiment / Work Area:

Using the Imptech 302 DVT twin disk polishing machine to polish samples manually and using the multi-position automatic polishing head.

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.

Hazard Description	Hazard to whom or what	Controls in place to reduce risk to a minimum
Electricity	Operator	<ul style="list-style-type: none">Inspect all electrical equipment and power cables before use and do not use any equipment that shows any signs of damage.Ensure electrical equipment carries an up to date PAT label before using it.DO NOT switch on any electrical equipment where the electrical components get wet.
Trapped fingers	Operator	<ul style="list-style-type: none">ALWAYS fit the black plastic guard when using the polishing machine.Do not place fingers between the multi position sample holder and the polishing wheel when using the automatic polishing head.
Hair and loose clothing	Operator	<ul style="list-style-type: none">ALWAYS fit the black plastic guard when using the polishing machine.Ensure long hair is tied back.Remove or secure any loose clothing or jewelry,Wear a lab coat when using the polisher and ensure it remains fastened.

Hazard Description	Hazard to whom or what	Controls in place to reduce risk to a minimum
Compressed air	Operator	<ul style="list-style-type: none"> • Ensure that the compressed air hose has no damage before plugging it into the compressed air supply. • Ensure that the compressed air supply regulator is set to the minimum pressure possible required to operate the polisher head. • If compressed air can be heard escaping from the polishing head or any of the tubing, switch off the equipment, disconnect it from the compressed air supply and bring to the attention of the group technician.
Polishing compound	Operator	<ul style="list-style-type: none"> • Wear safety eyewear and labcoat when using the polishing machine. • A COSHH assessment MUST be written for the polishing compounds to be used BEFORE polishing a sample.

SECTION 2: Emergency Procedures

In the event of evacuation, switch the polishing machine off at the plug. DO NOT leave running unattended.

Clean up all spills immediately, consult COSHH form and MSDS for polishing compounds.

Signature of Assessor(s)	<i>Wagner, Cheryl</i>	Date: 22/09/17
Signature of Supervisor	<i>Paul Carter</i>	Date: 25/9/17

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)

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Change log

Change	Date	Updated by	Description
1	22/09/2017	W. Skelton-Hough	Document issued.