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</table>
| 1. Ergonomic Hazards (mostly computer use) | Poor work posture  
Use of excessive force  
Repetitive movements  
Computer use (over 4 hours / day)  
Use of laptop regularly  
Lack of rest breaks or task variety | Inherent = high (all)  
Possible injuries:  
Overuse  
Musculoskeletal injury | Job design and workload management  
Use of rest breaks  
Workstation design and equipment  
Workstation assessments  
Training / information for staff |
| 2. Psychological                           | Exposure to inappropriate behaviours and stressful situations  
Work overload  
Inadequate supervision or performance management  
Aggravation of existing mental health conditions | Inherent = high (all)  
Possible injuries:  
Range of psychological conditions | Job design and workload management  
Supportive management including early intervention  
Training / information for managers and staff  
Risk assessments  
Awareness of Employee Assistance Program  
Health and wellbeing programs |
| 3. Manual Handling                         | Manual handling of awkward or unstable objects including people and animals  
Frequent manual handling in awkward locations  
Handling weights over 15 kg  
Frequent handling over 5 kg  
Vibrating tools/equipment  
Application of high force  
Handling of loads which are difficult to grasp or hold  
Handling of unstable or unbalanced loads  
Poor storage practices leading to sprains and strains  
Sprains and strains from lifting, reaching, bending and twisting | Inherent = high (all)  
Possible injuries:  
Back and knee injuries  
Musculoskeletal injury | Redesign of tasks or objects  
Use of lifting or mechanical aids or supports such as trolleys, shelving steps and platform ladders  
Scheduling of tasks  
Risk assessments  
Requirements for two person lifts  
Training / information for staff: [OHS Manual: manual handling and ergonomics](#)  
Hazardous manual handling risk assessments  
Pre purchase checklists ([Purchasing](#)) |
| 4. Contact with electricity                | Faulty electric leads and tools  
No earth leakage protection  
Electric leads on ground  
Electrical leads in damp areas  
Plant not isolated before repair / maintenance  
Contact with underground or overhead cables | Inherent = high (trades, workshops, laboratories)  
Inherent = medium (other)  
Possible injuries:  
Electrocution  
Burns  
Nervous system damage | Electrical testing regime  
Use of residual current devices  
Housekeeping  
Permit and lock-out / isolation procedures  
Location of services and safe clearance distances |
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<td><strong>5. Slips and Falls</strong></td>
<td>Poor housekeeping Inadequate maintenance Poor design Inadequate work practices</td>
<td>Inherent = high (Facilities, workshops) Inherent = medium (other) Possible injuries: Back and knee injuries Musculoskeletal injury Broken bones</td>
<td>Workplace inspections Hazard and near-miss reporting Housekeeping standards Preventative maintenance (Facilities) Outdoor lighting inspections/audits</td>
</tr>
<tr>
<td><strong>6. Workplace emergency</strong></td>
<td>Inadequate emergency response in the event of a fire, medical incident etc. Blocked or inadequate escape routes</td>
<td>Inherent = medium (all)</td>
<td>Induction training Housekeeping and inspections Availability of emergency staff (wardens, first aiders) Local emergency procedures Critical Incident Management procedures Trained staff Emergency management systems: signs, alarms, detectors, communications</td>
</tr>
<tr>
<td><strong>7. Contractors and temporary staff</strong></td>
<td>Inadequate knowledge of safe working arrangements Inadequate contractor management</td>
<td>Inherent = high (Facilities, DeS) Inherent = medium (Event management, DSA) Inherent = low (others)</td>
<td>Contractor management system including selection, vetting, induction, on-site management and review Trained contract managers</td>
</tr>
<tr>
<td><strong>8. Tenants and partners</strong></td>
<td>Introduction of hazards into the workplace that are not adequately managed</td>
<td>Inherent = high (manufacturing) Inherent = low (retail)</td>
<td>Leases and other contracts include OHS requirements Review of leases and other contracts includes OHS compliance Supplied equipment and tools meet all OHS standards</td>
</tr>
<tr>
<td><strong>9. Storage space</strong></td>
<td>Difficult access to material storage areas Falling loads due to overloading of shelves Inadequate amount of storage (resulting in housekeeping hazards) Poor storage practices leading to sprains and strains</td>
<td>Inherent = medium (warehousing, examinations, laboratories, workshops) Inherent = low (others)</td>
<td>Accessible planned storage Workplace inspections Ensuring housekeeping standards are maintained Periodic archiving of records, exam papers etc.</td>
</tr>
<tr>
<td><strong>10. Travel and Off Campus Activities (see also Field Work)</strong></td>
<td>Inadequate communication arrangements resulting in higher risks Inadequate emergency planning and arrangements International travel to hazardous destinations Vehicle and travel accidents Unfamiliar hazardous workplaces and work locations</td>
<td>Inherent = medium (all)</td>
<td>Travel authorization process and license controls Using known accommodation providers 24 hours Security Support Provision of video-conferencing alternatives Provision of 5-star rated vehicles</td>
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<td>11.</td>
<td>Student placements</td>
<td>Inadequate management of physical and psychological risks leading to injury, Inadequate emergency planning and arrangements, Inadequate preparation and support for students</td>
<td>Inherent = medium (Research, Health and SEBE), Inherent = low (others)</td>
</tr>
<tr>
<td>12.</td>
<td>Home based work</td>
<td>Inadequate management of physical and psychological risks leading to injury, Inadequate emergency planning and arrangements</td>
<td>Inherent = low</td>
</tr>
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<td>13.</td>
<td>Field work</td>
<td>Inadequate management of high risk work, Inadequate communication arrangements resulting in higher risks, Inadequate emergency planning and arrangements</td>
<td>Inherent = medium (SEBE, Health)</td>
</tr>
<tr>
<td>14.</td>
<td>Events</td>
<td>Inadequate planning and preparation for events</td>
<td>Inherent = medium (student and public events), Inherent = low (staff events)</td>
</tr>
<tr>
<td>15.</td>
<td>Non compliance with OHS Act and Regulations</td>
<td>Failure to comply with the due diligence, consultation or injury reporting sections of the legislation may lead to prosecution or adverse actions against the University</td>
<td>Inherent = medium (low)</td>
</tr>
<tr>
<td>16.</td>
<td>Workplace environment and Facilities</td>
<td>Inadequate facilities: washing facilities, drinking water, dining facilities, High levels of nuisance noise raising stress levels and causing distraction, Thermal discomfort due to inadequate heating or cooling, Toilets inadequate, not maintained or difficult to access, Poor office layout creating stress, poor communication or distraction</td>
<td>Inherent = low (all)</td>
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| 17. Hazardous chemicals and materials | Inappropriate or ineffective safe operating procedures  
Multidisciplinary research  
Exposure to hazardous chemicals leading injury or disease  
Fire and/or explosion through incorrect storage, handling, labelling or mixing of chemicals  
New chemicals with uncertain properties arising from research  
Failure to use appropriate controls or equipment  
Incorrect or inappropriate storage of dangerous goods  
Production of hazardous wastes | Inherent = high (laboratories)  
Inherent = medium (trades)  
Inherent = low (other) | (Over 20 kg/l) Chemical management plan including risk assessments, controls, labelling, storage, disposal and training  
(Less than 20 kg/l) Safety data sheets  
Well maintained and appropriate personal protection with adequate supervision of its use  
Safe working procedures  
Risk assessments  
Access and security controls, signs  
Staff area training and Induction  
Chemical inventory system  
Chemical management and handling training  
Chemical Risk Assessments  
ChemWatch SDS (Safety Data Sheets)  
Ventilation systems and fume cupboards  
Correct labelling, storage and segregation  
Atmospheric monitoring  
Worker health monitoring  
Emergency equipment and procedures for accidental release/spillage  
Hazardous waste removal, trade waste agreements etc  
Licensing agreements and requirements  
Pre-purchasing checklists and controls  
Purpose built storage areas for chemicals, cylinders and compressed gases  
Time sensitive chemicals dated or regularly tested  
Laboratory and storage inspections and audits |
| 18. Plant | Maintenance, repair and operation of plant  
Moving plant | Inherent = high (workshops, plant rooms)  
Inherent = medium (trades)  
Inherent = low (other) | Adequate guarding of plant  
Safe working procedure  
Plant isolation procedures  
Plant risk assessments  
Training / information for staff |
| 19. Contact with Radiation | Exposure to arc welding  
Exposure during radiography operations or handling materials  
Exposure to lasers  
Exposure to sun | Inherent = high (Laboratories)  
Inherent = medium (outdoor workers)  
Inherent = low (other) | Safe working procedures  
Risk assessments  
Protective equipment  
Training / information for staff |
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<td><strong>20. Confined Spaces</strong></td>
<td>Entry into an unsafe atmosphere (lack of oxygen, or other contaminants) Entrapment or physical injury Exposure to infection or injury from animals, insects or bacteria Injury from collapse (trenches), falling objects</td>
<td>Inherent = high</td>
<td>Confined space entry permit system Confined space emergency procedures Confined spaces register Safe working procedures Access and security controls, signs Training</td>
</tr>
<tr>
<td><strong>21. Use of gases</strong></td>
<td>Asphyxiation due to displacement of oxygen - processes or machines that give off heavier than air gases. Poisoning due to toxic gases</td>
<td>Inherent = medium (laboratories) Inherent = low (other)</td>
<td>Permit system. Ventilation and detection systems Safe working procedures Training / information for staff</td>
</tr>
<tr>
<td><strong>22. Biological Hazards</strong></td>
<td>Multidisciplinary research Working with biological materials (including potentially infectious materials) Releasing hazardous biological materials into the environment Working with live animals Importing or exporting biological materials Handling, storing and disposing of biological wastes (including infectious materials) Working with Genetically Modified Organisms (GMOs) Handling of needles and other sharps Inadequately trained or supervised workers</td>
<td>Inherent = medium (laboratories) Inherent = low (other)</td>
<td>Bio safety Training Bio Safety Cabinets, animal change cabinets, air handling Bio Safety Officer Controlled shipping and movement of infectious substances, diagnostic specimens and genetically modified organisms Health monitoring Vaccination program Standard Operating Procedures for hazardous work Monitoring and decontamination protocols Access controls and security, appropriate signs Provision and maintenance of personal protective equipment</td>
</tr>
<tr>
<td><strong>23. Fall from height</strong></td>
<td>Unsafe / unstable roofs Fall from a height (roofs, ladders, scaffolds) Unsafe surfaces that increase the risk of slipping or falling (wet, high winds, brittle roofs) Poorly maintained or unsafe equipment and personal protection Heights that do not have adequate guarding or anchor points Using or leaving unsecured materials or equipment that could fall</td>
<td>Inherent = high (Facilities, DeS) Inherent = medium (trades) Inherent = low (other)</td>
<td>Safe Working Procedures including working at height procedures Permit to enter procedures Training / information for staff Use of elevated work platforms, scaffolds Guarding, handrails and barriers Maintained harnesses, lanyards, fall arrest and anchor point systems Appropriate personal protection Access and security controls, signs</td>
</tr>
<tr>
<td><strong>24. Hit by falling objects</strong></td>
<td>Inadequate handrails and barriers Working at height Poor storage practices</td>
<td>Inherent = medium (Facilities, DeS) Inherent = low (other)</td>
<td>Risk assessment Adequate guard rails and barriers Permit to enter procedures Training / information for staff Use of personal protection</td>
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| 25. Noise exposure | Noise in excess of the exposure standards (that causes hearing damage)  
Distracting noise (that inhibits concentration or communication and safe working)  
Noise impact on surrounding community  
Inadequate noise protection | Inherent = high (trades, machine operators, engineering)  
Inherent = low (other) | Pre-purchasing checklists and controls to purchase less noisy plant and equipment  
Noise reduction programs  
Acoustic engineering controls and acoustic shock absorbents  
Hearing conservation program including audiometric screening  
Well maintained and appropriate personal protection with adequate supervision of its use  
Safe working procedures  
Access permit system, access and security controls, signs  
Hearing protection training  
Preventative maintenance  
Risk assessments |
| 26. Traffic Hazards | Vehicles entering, exiting a work site  
Working in close proximity to roads | Inherent = high (Facilities)  
Inherent = low (other) | Separation of traffic and pedestrian areas  
Traffic management plan  
Signs and traffic controls |
| 27. Purchasing | See specific hazard such as Chemicals, Plant, Computer Work | Inherent = medium | Pre-purchasing checklists and controls  
Preferred and approved providers  
As per specific hazard |
| 28. Contact with heat | Burns from hot materials and flame/fire | Inherent = medium (laboratories, trades)  
Inherent = low (other) | Provide appropriate protective clothing and training |
| 29. Hot work and Fire | Use of flames leading to fire/explosion  
Use of heating equipment  
Electrical systems  
Injury and/or property damage  
Conducting hot work out doors during a total fire ban | Inherent = high (flammable storages)  
Inherent = medium (laboratories, trades)  
Inherent = low (other) | Keep workplace clear of waste materials  
Appropriate emergency procedures  
Fire and smoke detection systems. Fire suppression systems.  
Issue of hot work permit  
Remove flammable materials or store correctly  
Appropriate, adequately maintained personal protection (including footwear, gloves and eye protection)  
Eliminate ignition sources from flammable atmospheres  
Safe working procedures  
Scheduled maintenance for hot work plant  
Trained operators |
| 30. Contact with cold | Cryogenic Materials | Inherent = medium (laboratories, trades)  
Inherent = low (other) | Provide appropriate protective clothing and training |
## Health, Wellbeing and Safety (OHS) Risk Register

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<td>31. Contact with high pressure</td>
<td>Bursting or uncoupling of pressure lines  &lt;br&gt; Inappropriate work practices  &lt;br&gt; Defective pressure measurement equipment  &lt;br&gt; Poor handling of pressurised equipment and cylinders</td>
<td>Inherent = medium (laboratories, trades)  &lt;br&gt; Inherent = low (other)</td>
<td>All hose couplings fitted with pins or chains  &lt;br&gt; Provide appropriate protective clothing and training  &lt;br&gt; Provide secure, appropriate storage  &lt;br&gt; Equipment testing and maintenance</td>
</tr>
<tr>
<td>32. Asbestos</td>
<td>Exposure hazards to airborne Asbestos  &lt;br&gt; Creating airborne Asbestos by drilling etc.</td>
<td>Inherent = high (spaces containing friable asbestos)  &lt;br&gt; Inherent = medium (trades)  &lt;br&gt; Inherent = low (stable contained asbestos)</td>
<td>Asbestos survey and risk assessments  &lt;br&gt; Asbestos management plan  &lt;br&gt; Asbestos register  &lt;br&gt; Engage licensed asbestos contractors/removalist  &lt;br&gt; Well maintained and appropriate personal protection  &lt;br&gt; Safe working procedures  &lt;br&gt; Access permit system, access and security controls, signs (to spaces containing friable asbestos)</td>
</tr>
<tr>
<td>33. Cooling Towers</td>
<td>Legionella bacteria in cooling tower system leading to infection  &lt;br&gt; Access to roofs, plant, working at heights  &lt;br&gt; Use of chemicals</td>
<td>Inherent = medium (trades)  &lt;br&gt; Inherent = low (others)</td>
<td>Periodic cooling tower audits  &lt;br&gt; Cooling tower risk assessments and plans  &lt;br&gt; Cooling tower system registration  &lt;br&gt; See also Chemicals, Plant, Working at heights  &lt;br&gt; Scheduled maintenance and management of cooling</td>
</tr>
<tr>
<td>34. Inherently hazardous operations such as excavation, trenching, electrical work, diving, some research work</td>
<td>Inadequate safe working procedures  &lt;br&gt; Inadequate management or understanding of risks</td>
<td>Inherent = high (Facilities, DeS, laboratories, engineering)  &lt;br&gt; Inherent = low (other)</td>
<td>Safe working procedures  &lt;br&gt; Risk assessments  &lt;br&gt; Protective equipment  &lt;br&gt; Training / information for staff</td>
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