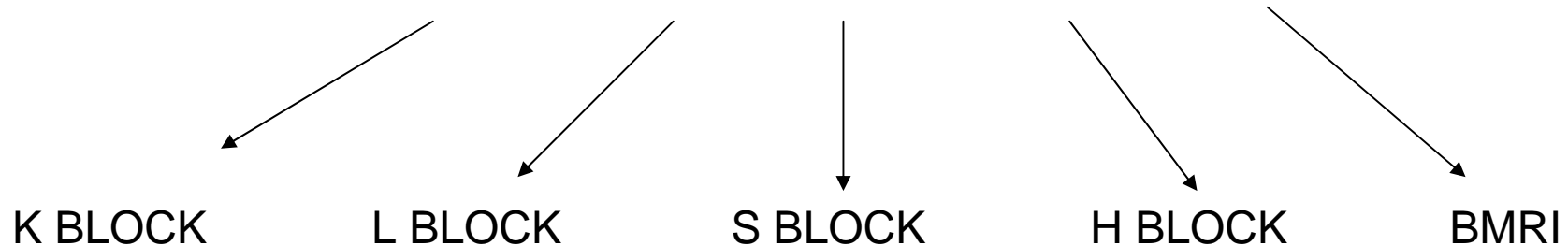


Overview of OH&S plan

Please click through the following slides for an overview of the OH&S management procedures in our Discipline.

WHAT'S BEEN DONE:

ORIGINALLY A CENTRALISED
ACTION PLAN THAT COVERED
ALL BLOCKS/LABS IN A SIX
PAGE DOCUMENT



WE HAVE ATTEMPTED TO TAILOR THESE PLANS TO EACH AREA SO THAT THEY CAN BE EASILY UPDATED, RELEVANT AND USABLE FOR ALL STAFF AND STUDENTS IN THEIR RESPECTIVE AREAS.

A GENERIC TEMPLATE FOR LABORATORY SAFETY MANUALS IS TO BE POSTED ON THE WEB SITE FOR USE BY MANAGERS. It covers:

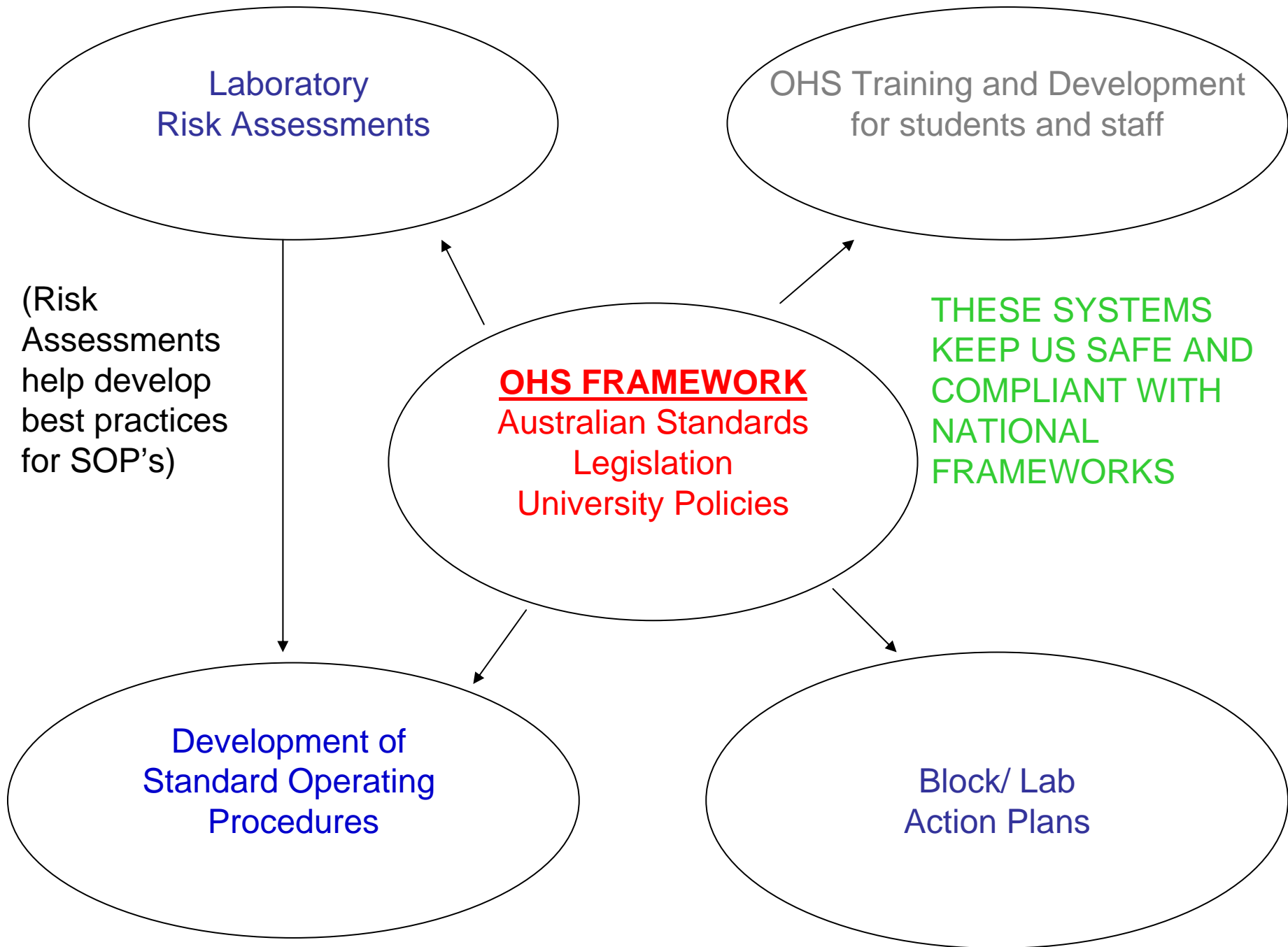
- REQUIRED PPE
- CONTACT NUMBERS
- WASTE DISPOSAL
- TRAINING REQUIREMENTS
- RELEVANT DOCUMENTATION

This manual is to be developed by managers for their labs, staff will sign off that they have read and understood the requirements for working in their respective areas.

THESE SAFETY MANUALS ARE ONE PART OF AN ONGOING OCCUPATIONAL HEALTH AND SAFETY FRAMEWORK.

WHAT CONSTITUTES THE OHS FRAMEWORK OF THIS DISCIPLINE?.....





Hazards can be: CHEMICAL BIOLOGICAL EQUIPMENT RELATED
 ERGONOMIC

RISK ASSESSMENTS ARE
 FOR STAFF AND MANAGERS
 AND PROVIDE A MEANS FOR:

- 1- Hazard minimisation
- 2- Procedural improvements
- 3- Organisational accountability

Hazard Category (equipment, chemicals, ergonomics)	Hazard Description	Who could be harmed? (staff, visitors, students)	Current Safety controls for performing this task	Risk Rating with current controls			Further work required to reduce or improve level of risk	Completion Date and by whom	Risk Rating after new controls implemented		
				L	S	RC			L	S	RC

Likelihood Rating

Low(1)= Unlikely
 Medium(2)=Possible
 High(3)=Likely

Severity Rating

Low(1)=First Aid Injury
 Medium(2)=Major injury over 3 days off
 High(3)=Permanent incapacity or death

Risk Conclusion(Likelihood+Severity)

2=Trivial Risk 5=Substantial Risk
 3=Acceptable Risk 6=Intolerable Risk
 4=Moderate Risk

RISK REGISTERS are a means of tracking risk assessments and subsequent actions taken as a result of risk/hazard identification

HAZARD CATEGORY	HAZARD DESCRIPTION	UNIVERSITY POLICIES REGULATING AREA OF HAZARD	RISK CONTROL MEASURES IMPLEMENTED	FURTHER TRAINING/ ADDITIONAL RESOURCES	

Standard Operating Procedures (SOPs) are a means of:

1: **providing standardised training**

2: **micro-environmental analysis** ie:” what are we doing in our daily operations? Where is it or where isn’t it working?”

IT IS A BREAKDOWN OF TASKS/ PROCEDURES INTO THE MINUTAE, THE STEP-BY-STEP, OF HOW TO PERFORM THEM

WE HAVE IDENTIFIED AN EFFECTIVE FORMAT FOR DEVELOPING STANDARD OPERATING PROEDURES (SOP’S). THEY WILL ULTIMATELY BE DESIGNATED A REFERENCE NUMBER AND KEPT AS PART OF A REGISTER.

An example of a Standard Operating Procedure (SOP)



Background

The embalming machine is an electrically powered pumping mechanism that forces a chemical solution (for tissue fixation) down a length of hosing that is inserted, at the open end, by a canula into the femoral artery. In order for this to occur the machine's fluid chamber is filled and kept topped up, by an operator throughout the embalming process. There is risk of splash/ contact and inhalation of hazardous chemicals to the operator.



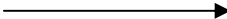
Body Parts Most at Risk

Eyes, Mouth, Skin, Naso-pharyngeal and Enteric Mucosa



Equipment

Embalming machine
Bucket
Embalming Solution



Personal Protective Equipment (PPE) Required

Full Face Shield
Nitrile gloves
Sleeve Protectors
Plastic Apron
Face Mask
Gum Boots



Risk and Risk Control Measures Required

- Eye/Mouth Splash, Skin Contact
 - Use of PPE
 - Avoid abrupt movements because this may increase risk of splash
- Manual Handling
 - Employ correct lifting techniques (see Recovre training manual)
 - Be aware of approximate weight of things to be lifted (e.g. fluid in bucket)
- Chemical Inhalation/ Mucosal Irritation
 - Do not directly inhale chemicals
 - Ensure area is well ventilated
 - Wear face masks



Procedure

- Fluid previously mixed and stored in designated embalming fluid drum is dispersed via the drum tap, into bucket.
- The bucket is to be tipped carefully into the fluid chamber of the embalming machine.
- The fluid chamber of the embalming machine should not be drained completely but should be topped up as needed during the embalming process.