Activity Risk Assessment Form

Name of Department	Paediatrics	Location of Laboratory	MD1, Level 15 North
Name of Laboratory	Paediatrics Laboratory	Name of Supervisor	A/P Daniel Goh
Name of Staff in charge	Karen Lee, Liang Ai Wei	Name of Activity	Transport of Solid Biohazardous Waste (Common Disposal)

1. Hazard Identification				2. Hazard Assessment				3. Risk Control		
No	Description/Details of Steps in Activity	Hazards	Possible Accident / Ill Health & Persons-at-Risk	Existing Risk Control (Mitigation)	Severity	Likelihood (Probability)	Risk Level	Additional Risk Control	Person Responsible	By (Date)
1	Sealing and placing solid biohazardous waste bags into the 240L bins	Physical (Sharps) Biohazard	Cuts and exposure to infections	Waste have to be properly segregated and all sharps are to be disposed into proper sharp bins. Sharp bins must be sealed, then bagged and place in the bottom of the 240L bin.This has been clearly stated in the SOP.	3	1	3			
2	Transporting the bins to the waste collection point	Biohazard	Spillage and exposure to the hazardous waste	Solid waste have to be double-bagged and sealed properly. The bins have to be buckled and no one should open the bins unless dressed in full PPE (lab coat/covered shoes/gloves /eye protection). Staff helping to transport the buckled bins have to put on gloves, use the service lift only and follow RFM guidelines. These has been clearly stated in the SOP.	2	1	2			
3	Cleaning up spills (if required)	Biohazard	Exposure to the hazardous waste	Untrained staff or staff without full PPE are not allowed to clean up any spillage. All spills are also to be reported to the staff-in-charge	2	1	2			

Conducted by (Name)	Karen Lee	Liang Ai Wei		Approved By	A/P Daniel Goh
				Signature	
Signature				Approval date	30-Sep-16
Date	15-Sep-16			Next Review Date	30-Sep-19