 MONASH University


**Student Project Safety
Advanced Engineering
(Risk Management)**

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OH&S
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Session Outline

- Monash Risk management – The risk matrix
- Identify hazards that relate to “making” of the prototype
- Articulate/ document the safe actions during build to mitigate the risk
- Definition HAZARD & RISK

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Physical



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Manual Handling & Ergonomics

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Biological

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Ergonomic hazards

- Head**
Head back, chest tucked, Ears, shoulder, hips aligned.
- Neck**
Use headphones. Do not cradle phone between head and shoulder!
- Elbows**
At sides - slightly more than 90 degree bend.
- Chair**
Fully adjustable with lumbar support a small of the back.
- Eyes**
Level with top 1/3 of screen. 18-24"
- Document Holder**
Adjacent to and at same height as monitor.
- Keyboard**
Same height as elbow with wrist slightly bent. Keystrike gently!
- Mouse**
Adjacent to and at same height as keyboard.
- Chair Height**
Feet slightly more than 90 degrees. Feet flat on the floor.
- Take breaks every 30 minutes!**

- Same principles apply when using laptops for > 2hrs/day
- Regular postural breaks
- Adjust your chair to ensure the lumbar supports of chair supports your lower back correctly.
- Ensure your feet are supported with a foot rest if your feet are not touching the floor

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Chemicals



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The Risk Assessment Matrix

		Consequences				
		Near hit/Miss - No injury	First aid treatment required for a minor injury	Medical treatment may be required	Serious injury requiring admission to hospital	Fatality or permanent disabling injury
		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood	Almost Certain	Medium	High	High	Catastrophic	Catastrophic
	Likely	Medium	Medium	High	High	Catastrophic
	Possible	Low	Medium	Medium	High	High
	Unlikely	Low	Low	Medium	Medium	High
	Rare	Low	Low	Low	Medium	Medium
	Very Rare	Low	Low	Low	Low	Low

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Session Outline

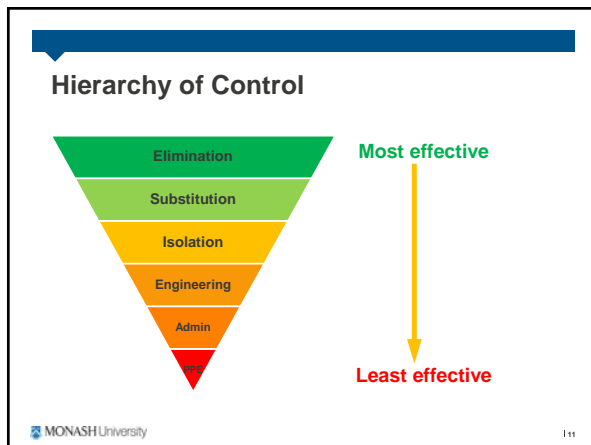
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Record Sheet

Report	Control Category	Hazard	Consequence	Control Mit.	Residual Control	Residual Risk	Hazard	Consequence	Control Mit.

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- ### Following a risk assessment....
- Completed risk assessments must be signed and dated by your supervisor
 - Safe Work Instructions/Safe Operating Procedures
 - Emergency procedures
 - After hours procedures
 - Training
 - Lab/Equipment /Procedure specific
 - Specialised Monash OHS courses, e.g. radiation safety
 - Review of risk assessments
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