

Category	Description of Hazard/Risk	Raw Risk Assessment			Raw Risk Rating	Legislation	Standards/Codes/Guidance	University Policies/Procedures	Controls	Residual Risk Rating
		E	L	C						
1. Chemical	<ul style="list-style-type: none"> Chemical exposure - acute or chronic <ul style="list-style-type: none"> inhalation absorption ingestion injection Fire and/or explosion through incorrect storage, handling, labeling or mixing of chemicals New chemicals with uncertain properties arising from research and subsequent health and environmental affects Time sensitive chemicals that can become unstable during storage Production of hazardous wastes Environmental contamination due to accidental leakage, spills, emissions: <ul style="list-style-type: none"> air water soil/ground Engineered nanoparticles 	10	1	100	1000 VH	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Part 4.1 Hazardous Substances and Materials Occupational Health and Safety Regulations 2007 (Vic) Part 4.2 Scheduled Carcinogenic Substances Occupational Health and Safety Regulations 2007 (Vic) Dangerous Goods Act 1985 (Vic) Dangerous Goods (Storage and Handling) Regulations 2000 (Vic) Drugs Poisons and Controlled Substances Regulations 2006 (Vic) Drugs Poisons and Controlled Substances (Precursor Chemicals) Regulations 2007 (Vic) Drugs Poisons and Controlled Substances (Volatile Substances) Regulations 2007 (Vic) Therapeutic Goods Act 1994 (Vic) Excise Act 1901 (Commonwealth) Excise Regulations 1925 (Commonwealth) Weapons of Mass Destruction (Prevention of Proliferation) Act 1995 (Commonwealth) Weapons of Mass Destruction 1995 (Commonwealth) Agricultural and Veterinary Chemicals (Victoria) Act 1994 (Vic) 	<ul style="list-style-type: none"> Australian Dangerous Goods Transport Code Edition 7 AS 1216 Class Labels for Dangerous Goods AS 1940 The Storage and Handling of Flammable and Combustible Liquids AS 2567 Laminar Flow Cytotoxic Drug Safety Cabinets AS/NZS 2243.2: Safety in laboratories – Chemical aspects AS/NZS 2243.10 Safety in Laboratories – Storage of Chemicals AS/NZS 1596 The Storage and Handling of LP Gas AS 1345 Identification of the Contents of Pipes, Conduits and Ducts AS 2030 (series) The Verification, Filling, Inspection, Testing and Maintenance of Cylinders for Storage and Transport of Compresses gases AS 1894 The Storage and Handling of Non-Flammable Cryogenic and Refrigerated Liquids AS/NZS 4757 Handling and Destruction of Drugs AS/NZS 2229 Fuel Dispensing Equipment for Explosive Atmospheres AS 1692 Steel Tanks for Flammable and Combustible Liquids AS/NZS 60079.10.1 Explosive Atmospheres – Classification of Areas – Explosive Gas Atmospheres (IEC 60079-10-1 Ed 1.0 [2008] MOD) AS/NZS 1020 The Control of Undesirable Static Electricity HB 9 Occupational Personal Protection National Code of Practice for the Preparation of Material Safety Data Sheets (NOHSC:2011 [2003]) National Model Regulation for the Control of Workplace Hazardous Substances (NOHSC:1005[1994]) National Code of Practice for the Control of Workplace Hazardous Substances (NOHSC:2007[1994]) 	<ul style="list-style-type: none"> Chemical Risk Management (UOM 320) Regulated Plant Risk Management (UOM 333) Personal Protective Equipment – EHS Requirements (UOM 343) EHS Risk Management (UOM 306) Workplace Inspection – EHS Requirements (UOM 360) Waste Risk Management (UOM 350) 	<ul style="list-style-type: none"> ChemWatch – MSDS manifest and inventory system (ChemGold and ChemFFX) Chemical Management University web site Chemical Risk Assessments Risk assessments that include chemical Pre-purchase checklist - chemicals Licensing agreements and requirements Engineering controls such as: <ul style="list-style-type: none"> fume cupboards mechanical ventilation extraction atmospheric monitoring Purpose built storage areas for cylinders and compressed gases Restricted access to authorised personnel Correct labeling, storage and segregation Scheduled workplace assessments that include chemical assessment Time sensitive chemicals dated Emergency procedures for accidental release/spillage Employee health monitoring Chemical Management Training Gas Safety Training Personal protective equipment Hazardous waste removal, trade waste agreements etc are managed under the EMS (see Environmental Aspects Register) Internal chemical expert 	M

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							<ul style="list-style-type: none"> Guidance Note for the Assessment of Health Risks Arising from the Use of Hazardous Substances in the Workplace (NOHSC:1317[1994]) Approved Criteria for Classifying Hazardous Substances (NOHSC:1008 [2004]) National Model Regulation for the Control of Scheduled Carcinogenic Substances (NOHSC:1011 [1995]) Code of Practice for the Control of Scheduled Carcinogenic Substances (NOHSC:2014 [1995]) National Code of Practice for the Labelling of Workplace Substances (NOHSC:2012 [1994]) Standard for the Uniform Scheduling of Drugs and Poisons (Commonwealth) Guidelines for Health Surveillance (NOHSC:7039 [1995]) National Standard Storage and Handling of Workplace Dangerous Goods (NOHSC:1015 [2001]) National Code Storage and Handling of Workplace Dangerous Goods (NOHSC:1017 [2001]) Hazardous Substances Information System (HSIS) web site (Commonwealth) Adopted National Exposure Standards for Atmospheric Contaminants in the Occupational Environment (NOHSC:1011 [1995]) Guidance Note on Interpretation of Exposure Standards for Atmospheric Contaminants in the Occupational Environment (NOHSC:3008[1995]) Guidelines for Health Surveillance NOHSC:7039 [1995]) Code of Practice for Hazardous Substances (Vic) Code of Practice for the Storage and Handling of Dangerous Goods (Vic) Engineered Nanomaterials: Investigating Substitution and Modification Options to Reduce Potential Hazards (Safe Work Australia) Work Health and Safety Assessment Tool for Handling Engineered Nanomaterials (Safe Work Australia) 			
2. Biological Research & Activities	<ul style="list-style-type: none"> Biological exposure/contamination Release of biological agent into uncontrolled environment Working with animals 	25	1	6	150 M	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Part 4.1 Hazardous Substances and Materials Occupational Health and Safety Regulations 2007 (Vic) AS/NZS 3816 Management of Clinical and Related Wastes HB 202-2000 A Management System for Clinical and Related Wastes - Guide to Application of AS/NZS 3816-1998, Management of Clinical and Related Wastes 	<ul style="list-style-type: none"> Biological Risk Management (UOM 321) EHS Risk Management (UOM 306) Personal Protective Equipment – EHS Requirements (UOM 343) 	<ul style="list-style-type: none"> Gene Technology and Biosafety University web site Restricted access to authorised personnel University Gene Technology and Biosafety Officer 	L	

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	<ul style="list-style-type: none"> Importation and exportation of biological materials Infectious wastes 					<ul style="list-style-type: none"> Gene Technology Act 2001 (Vic) Gene Technology Regulations 2001 (Vic) Dangerous Goods Act 1985 (Vic) Dangerous Goods (Storage and Handling) Regulations 2000 (Vic) Health Act 1958 (Vic) Biological Control Act 1986 (Vic) Biological Control Act 1984 (Commonwealth) Refer to "Working with Animals" section for legislation relevant to working with animals 	<ul style="list-style-type: none"> AS 2476 General Fumigation Procedures AS 2252 (series) Biological Safety Cabinets AS 2639 Laminar Flow Cytotoxic Drug Safety Cabinets – Installation and Use AS/NZS 4261 Reusable Containers for the Collection of Sharp Items Used in Human and Animal Medical Applications AS/NZS 60079 (series) Explosive Atmospheres AS/NZS 2243.3 Safety in Laboratories – Microbiological Aspects and Containment facilities AS/NZS 3816 Management of Clinical and Related Wastes AS/NZS 3825 Procedures and Devices for the Removal and Disposal of Scalpel blades from scalpel handles AS 4031 Non-Reusable Containers for the Collection of Sharp Medical Items Used in Health care Areas AS 4125.1 Sound Laboratory Practice in Food and Water Microbiology Laboratories - Premises, Safety, Sample Management, Regulatory Compliance and Record Management HB 9 Occupational Personal Protection Guidelines for Small Scale Genetic Manipulation Work (Commonwealth) Australian Dangerous Goods Transport Code Edition 7 BioRegs Online web site (Commonwealth) Code of Practice for Hazardous Substances (Vic) Code of Practice for the Storage and Handling of Dangerous Goods (Vic) Handbook on the Regulation of Gene Technology in Australia (Commonwealth) Guidelines for Health Surveillance NOHSC:7039 [1995] Refer to "Working with Animals" classification for working with animals Standards/Codes/Guidance 	<ul style="list-style-type: none"> Workplace Inspection – EHS requirements (UOM 360) Waste Risk Management (UOM 350) Policy on Reporting of Acquisition and Use of Infectious Agents Policy on Approval for Projects Involving the Use of Infectious Agents Policy on Internal Certification of Containment Facilities Refer to "Working with Animals" classification for University policies and procedures 	<ul style="list-style-type: none"> Risk assessments Biohazard Laboratory Practice Training Controlled shipping and movement of infectious substances, diagnostic specimens and genetically modified organisms Engineering controls such as laminar flow cupboards Scheduled workplace inspections for laboratories Staff training Personnel protective equipment Employee health monitoring University Gene Technology and Biosafety Committee Personal protective equipment Refer to "Working with Animals" classification for control of working with animals Infectious waste removal is managed under the EMS (see Environmental Aspects Register) 	
3. Laboratories	<ul style="list-style-type: none"> Hazards associated with the work/research undertaken in the laboratory <ul style="list-style-type: none"> chemical microbiological ionising radiation non-ionising radiation mechanical aspects electrical aspects Refer to specific hazard classifications 	10	1	50	500 H	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Refer to specific hazard classification for legislation 	<ul style="list-style-type: none"> AS 1319 Safety Signs for the Occupational Environment AS 2982 Laboratory Design and Construction AS 4775 Emergency Eyewash and Shower Equipment AS 2243 (series) Safety in Laboratories AS/NZS 60079.10.1 Explosive Atmospheres 	<ul style="list-style-type: none"> Laboratory Risk Management (UOM 322) After Hours Risk Management (UOM 323) Personal Protective Equipment – EHS Requirements (UOM 343) EHS Risk Management (UOM 306) Workplace Inspection – EHS Requirements (UOM 360) 	<ul style="list-style-type: none"> Laboratory risk assessments Restricted access Area (laboratory) inductions Scheduled laboratory inspections Personal protective equipment Refer to specific hazard classification for 	L

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	<ul style="list-style-type: none"> Hazards associated with using plant and equipment. For example: <ul style="list-style-type: none"> centrifuge autoclave microscope pipette fume hoods biological cabinets refrigerators/freezers cage washer Generation of wastes as per specific hazard classification 						<ul style="list-style-type: none"> Classification of Areas – Explosive Gas Atmospheres (IEC 60079-10-1 Ed 1.0 [2008] MOD) HB 9 Occupational Personal Protection 	<ul style="list-style-type: none"> Signage – OHS Requirements (UOM 344) Waste Risk Management (UOM 350) 	<p>required controls</p> <ul style="list-style-type: none"> Refer to specific hazard classification and Environmental Aspects Register for waste management 	
4. After Hours On Campus	<ul style="list-style-type: none"> Working alone Reduction in emergency assistance and support 	6	0.5	50	M 150	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) 	<ul style="list-style-type: none"> Working Alone Guidance Note [WA] Code of Practice Working Hours [WA] National Guidelines for Working Alone or in a Remote Locality [Commonwealth Safety Management Forum] Working Alone Safely [Alberta – Canada] WorkSafe Working Alone web site (Vic) 	<ul style="list-style-type: none"> After Hours Risk Management (UOM 323) EHS Risk Management (UOM 306) Signage – OHS Requirements (UOM 344) 	<ul style="list-style-type: none"> Risk assessments Staff training Restricted access to University buildings and property After hours sign in books 24 hour security support 	L
5. Ionising Radiation	<ul style="list-style-type: none"> Working with ionising radiation (including different types of ionising radiation) Ionising radiation storage and transport Ionising radiation wastes 	3	0.5	25	L 37.5	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Radiation Act 2005 (Vic) Radiation Regulations 2007 (Vic) Part 3.5 Plant Occupational Health and Safety Regulations 2007 (Vic) Refer to "Plant" classification for plant legislation 	<ul style="list-style-type: none"> AS 2243.4 Safety in Laboratories – Ionizing Radiations HB 9 Occupational Personal Protection Recommendations for Limiting Exposure to Ionizing Radiation and National Standard for Limiting Occupational Exposure to Ionizing Radiation (Commonwealth) Code of Practice for the Safe Transport of Radioactive Material (Commonwealth) Safety Guide for the Safe Transport of Radioactive Material (Commonwealth) Radiation Protection Standard for Maximum Exposure Levels to Radiofrequency Fields - 3 kHz to 300 GHz (Commonwealth) Recommendations for the Discharge of Patients Undergoing Treatment with Radioactive Substances (Commonwealth) Code of Practice and Safety Guide for Portable Density/Moisture Gauges Containing Radioactive Sources (Commonwealth) National Directory for Radiation Protection (Commonwealth) Recommendations for Intervention in Emergency Situations Involving Radiation Exposure (Commonwealth) Code of Practice for the Exposure of Humans to Ionizing Radiation for Research Purposes (Commonwealth) Code of Practice and Safety Guide for Radiation Protection and Radioactive Waste Management in Mining and Mineral Processing (Commonwealth) 	<ul style="list-style-type: none"> Ionising Radiation Risk Management (UOM 324) EHS Risk Management (UOM 306) Waste Risk Management (UOM 350) Refer to "Plant" classification for University policies and procedures 	<ul style="list-style-type: none"> Radiation Management Plan Register Ionising Radiation Sources University Radiation Advisor Departmental Radiation Safety Officers Secured radiation storage area(s) Personal monitoring (badges) Risk assessments Staff area induction and training Ionising Radiation Training Contamination environmental monitoring Refer to "Plant" classification for control of plant Hazardous waste removal is managed under the EMS (see Environmental Aspects Register) Personal protective equipment 	L

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							<ul style="list-style-type: none"> Code of Practice and Safety Guide for Radiation Protection in Dentistry (Commonwealth) Code of Practice for the Security of Radioactive Sources (Commonwealth) Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation (Commonwealth) Code of Practice and Safety Guide for Safe Use of Fixed Radiation Gauges (Commonwealth) Code of Practice for Radiation Protection in the Medical Applications of Ionizing Radiation (Commonwealth) Safety Guide for Radiation Protection in Diagnostic and Interventional Radiology (Commonwealth) Safety Guide for Radiation Protection in Nuclear Medicine (Commonwealth) Safety Guide for Radiation Protection in Radiotherapy (Commonwealth) Safety Guide for the Management of Naturally Occurring Radioactive Material (NORM) (Commonwealth) Safety Guide for the Predisposal Management of Radioactive Waste (Commonwealth) Code of Practice and Safety Guide for Radiation Protection in Veterinary Medicine (Commonwealth) Code of Practice for Radiation Protection in the Application of Ionizing Radiation by Chiropractors (Commonwealth) Refer to "Plant" classification for plant Standards/Codes/Guidance 			
6. Non-Ionising Radiation (excluding outdoors)	<ul style="list-style-type: none"> Excessive exposure to non-ionising radiation Hazards associated different types of non-ionising radiation including: <ul style="list-style-type: none"> UV lasers microwaves infrared 	6	3	25	450 H	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Part 3.5 Plant Occupational Health and Safety Regulations 2007 (Vic) Telecommunications Act 1997 (Commonwealth) Refer to "Plant" classification for plant legislation 	<ul style="list-style-type: none"> AS 2243.5 Safety in Laboratories – Non-Ionising Radiations – Electromagnetic, Sound and Ultrasound AS 2397 Safe Use of Lasers in the Building and Construction Industry AS/NZS 2211 (series) Safety of Laser products AS/NZS 1338.2 Filters for Eye Protectors - Filters for Protection Against Ultraviolet Radiation AS/NZS 1337.4 Personal Eye-Protection - Filters and Eye-Protectors Against Laser Radiation (Laser Eye-Protectors) AS/NZS 1338.3 Filters for Eye Protectors - Filters for Protection Against Infra-Red Radiation HB 9 Occupational Personal Protection 	<ul style="list-style-type: none"> Non-Ionising Radiation Risk Management (UOM 325) EHS Risk Management (UOM 306) Refer to "Plant" classification for University plant policies and procedures 	<ul style="list-style-type: none"> University Radiation Advisor Local Laser Safety Officers Risk assessments Staff area induction and training Laser Training Non-Ionising Radiation Training Non-ionising radiation plant register Safe operating procedures Personal protective equipment Refer to "Plant" classification for control of plant 	L

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							<ul style="list-style-type: none"> Radiation Protection Standard for Maximum Exposure levels to Radiofrequency Fields – 3kHz to 300GHz (Commonwealth) Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation (Commonwealth) Refer to “Plant” classification for plant Standards/Codes/Guidances 			
7. Electrical	<ul style="list-style-type: none"> Use of faulty equipment/appliances Use of uncertified electrical equipment/appliances Incorrect and/or faulty electrical installation Use electrical equipment/appliances that do not meet relevant Standards and Codes 	10	3	50	1500 VH	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Electrical Safety Act 1998 (Vic) Electrical Safety (Equipment) Regulations 1999 (Vic) Electricity Safety (Management) Regulations 2009 (Vic) Electricity Safety (Installations) Regulations 2009 (Vic) 	<ul style="list-style-type: none"> AS 2243.7 Safety in Laboratories – Electrical Aspects AS/NZS 3000 Electrical Installations (known as the Australian/New Zealand Wiring Rules) Refer to AS/NZS 3000 Wiring Rules Appendix A Referenced Documents AS/NZS 3105 Approval and Test Specification – Electrical and Portable Outlet Devices AS/NZS 3199 Approval and Test Specification – Cord Extension Sets AS/NZS 3760 In-Service Safety Inspection and Testing of Electrical Equipment AS/NZS 3112 Approval and Test Specification – Plug and Socket Outlets AS/NZS 1660 (series) Test Methods for Electric Cables, Cords and Conductors Code of Practice for Safe Electrical Work (Vic) Electrical Equipment and Safety Guidelines (Vic) The Blue Book – Code of Practice of Electrical Safety for Work On or Near High Voltage Electrical Apparatus (Vic) Application Guidelines Electrical Equipment Approval/Certification (Vic) 	<ul style="list-style-type: none"> EHS Risk Management (UOM 306) Electrical Inspection and Testing (UOM 326) Lock out, Tagging and Isolation - EHS Requirements (UOM 346) Unsafe Plant & Equipment: EHS Requirements (UOM 347) Purchasing - EHS Requirements (UOM 327) 	<ul style="list-style-type: none"> Scheduled testing and tagging of portable electrical equipment Pre-purchase checklist – Electrical Equipment Certificates of Electrical Safety Electrical installation by licensed electrician Use of RCDs RCD testing 	L
8. Purchasing	<ul style="list-style-type: none"> Introducing new or uncontrolled hazards into the workplace: <ul style="list-style-type: none"> personal protective equipment office furniture and equipment chemicals and substances radiation sources plant and equipment (including electrical) Introducing new and/or uncontrolled wastes 	10	3	15	450 H	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Refer to specific hazard classification for legislation 	<ul style="list-style-type: none"> Refer to specific hazard classification for Standards/Codes/Guidances 	<ul style="list-style-type: none"> EHS Risk Management (UOM 306) Purchasing - EHS Requirements (UOM 327) 	<ul style="list-style-type: none"> Pre-purchasing checklists for: <ul style="list-style-type: none"> personal protective equipment office furniture and equipment chemicals and substances radiation sources plant and equipment (including electrical) Preapproved University provider(s) Refer to specific hazard classification for controls Waste is managed under the EMS (see Environmental Aspects Register) 	L
9. Manual Handling	<ul style="list-style-type: none"> Hazardous manual handling tasks/activities that include: <ul style="list-style-type: none"> the following characteristics; repetitive or sustained application of force repetitive or sustained awkward 	10	3	25	750 VH	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Part 3.1 Manual Handling Occupational Health and Safety Regulations 2007 (Vic) 	<ul style="list-style-type: none"> Your Health and Safety Guide to Manual Handling (Vic) National Standard for Manual Tasks (Commonwealth) National Code of Practice for Prevention of 	<ul style="list-style-type: none"> Manual Handling and Ergonomic Risk Management (UOM 328) EHS Risk Management (UOM 306) Starting at the University or in a New Position (UOM 104) 	<ul style="list-style-type: none"> Office Ergonomics University web site Manual handling training Workstation Ergonomic Assessment Training 	M

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	<ul style="list-style-type: none"> posture – repetitive or sustained movement – application of high force – exposure to sustained vibration – handling of a person or an animal – handling of unstable or unbalanced loads or loads which are difficult to grasp or hold 						<ul style="list-style-type: none"> Musculoskeletal Disorders from Performing Manual Handling tasks at Work (Commonwealth) • Manual Handling Risk Assessing and Controlling (Vic) • OHS Regulation Fact Sheet Manual Handling (Vic) • Manual Handling Risk Management in a Large Organisation (Vic) • Manual Handling Code of Practice (Vic) • OfficeWise A Guide to Health and Safety in Offices (Vic) 		<ul style="list-style-type: none"> • Manual handling risk assessments • Mechanical aids and lifting devices <ul style="list-style-type: none"> – trolleys – forklifts – pedestrian stackers and walkers – platform ladders – hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Prepurchase checklists • Internal ergonomic and manual handling expert • Recruitment and Selection – Induction University web site • Induction Compliance Checklist 	
10.Psychosocial	<ul style="list-style-type: none"> • Occupational stress • Workplace bullying and harassment • Occupational violence • Fatigue 	2	3	25	150 M	<ul style="list-style-type: none"> • Occupational Health and Safety Act 2004 (Vic) • Stress Wise Preventing Work-Related Stress A Guide for Employers in the Public Sector (Vic) • Prevention of Bullying and Violence at Work Guidance Note (Vic) • Code of Practice Working Hours [WA] • WorkSafe Working Alone web site (Vic) 	<ul style="list-style-type: none"> • EHS Risk Management (UOM 306) • Equal Opportunity (UOM0120) • Hours and Related Conditions (UOM 107) • Employee Relations (UOM 109) • Sexual Harassment Policy and Procedures • Student Code of Conduct 	<ul style="list-style-type: none"> • Staff training • Counseling services • Conditions of Employment • Workload Advisory Committee • Promotional material • Grievance Resolution University web site • Sexual Harassment University web site • Sexual Harassment Advisors • Discrimination University web site • Anti-discrimination Advisors • Workplace Bullying and Occupational web site and support 	L	
11.Travel and Off campus Activities	<ul style="list-style-type: none"> • Domestic travel • Overseas travel • Remote locations • Field trips and activities • Driving and travel arrangements • Inadequate communication • Adverse environmental impact from field trip activities • Unexpected events/emergencies 	3	3	50	450 H	<ul style="list-style-type: none"> • Occupational Health and Safety Act 2004 (Vic) • Outdoor Recreation Centre Web Site (Vic) • Adventure Activity Standards (Vic) • DFAT web site (Commonwealth) 	<ul style="list-style-type: none"> • Travel and Off Campus Risk Management (UOM 330) • Vehicle Use – EHS Requirements (UOM 352) • EHS Risk Management (UOM 306) • Travel & Transport (UOM 113) • Overseas Travel Policy 	<ul style="list-style-type: none"> • Domestic Travel Risk Assessment and Plan • International Travel Risk Assessment and Plan • Field trip Risk Assessment and Plan • Weekly DFAT updates on University Staff news • Travel Authorising Officers • University of Melbourne Occupational Health Services • Adverse environmental impact is managed under the EMS (see Environmental Aspects Register) 	M	
12.Smoking	<ul style="list-style-type: none"> • Passive smoking • Fires • Generation litter/butts 	1	3	25	75 L	<ul style="list-style-type: none"> • Occupational Health and Safety Act 2004 (Vic) • Tobacco Act 1987 (Vic) • Guidance Note on Elimination of Environmental Tobacco Smoke in the Workplace (NOHSC: 3019 [2003]) • Tobacco Reforms web site (Vic) 	<ul style="list-style-type: none"> • Smoking in the Workplace Risk Management (UOM 331) • EHS Risk Management (UOM 306) 	<ul style="list-style-type: none"> • No smoking in buildings, doorways or under open windows • No smoking in vehicles • No smoking signs • Risk assessments 	L	

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								<ul style="list-style-type: none"> • Conditions of Employment • Litter removal is managed under the EMS (see Environmental Aspects Register) 		
13. Alcohol and Drugs	<ul style="list-style-type: none"> • Inappropriate behaviour • Injury • Discarded needles: <ul style="list-style-type: none"> – occupational injury/disease – generation litter 	2	3	25	150 M	<ul style="list-style-type: none"> • Occupational Health and Safety Act 2004 (Vic) • Australian Drug Information network web site (Commonwealth) • Alcohol in the Workplace – Developing a Workplace Alcohol Policy (Vic) 	<ul style="list-style-type: none"> • Responsible Management and Use of Alcohol Policy (UOM0422) • Procedure for the Management of Alcohol at Events (UOM0423) • EHS Risk Management (UOM 306) • Signage – OHS Requirements (UOM 344) 	<ul style="list-style-type: none"> • Responsible alcohol service requirements • Conditions of Employment • University of Melbourne Event Authorisation Form • University Events involving Alcohol: Management and Safety checklist • Risk assessments • Immunisation • Litter removal is managed under the EMS (see Environmental Aspects Register) 	L	
14. Plant and Equipment	<ul style="list-style-type: none"> • Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of registrable plant • Poorly maintained plant • Adverse impact on the environment: <ul style="list-style-type: none"> – waste generation from plant – decommissioning and removal of plant • Refer to “Ionising Radiation” for specific information • Refer to “Non-Ionising Radiation” for specific information 	6	1	25	150 M	<ul style="list-style-type: none"> • Occupational Health and Safety Act 2004 (Vic) • Part 3.5 Plant Occupational Health and Safety Regulations 2007 (Vic) • Part 3.6 High Risk Work Occupational Health and Safety Regulations 2007 (Vic) • Refer to “Electrical” classification for electrical legislation • Refer to “Ionising Radiation” classification for ionising radiation legislation • Refer to “Non-Ionising Radiation” classification for non-ionising radiation legislation 	<ul style="list-style-type: none"> • AS 3892 Pressure Equipment – Installation • AS 4024 (series) Safety of Machinery • AS 1200 Pressure equipment • AS 2243.6 Safety in Laboratories – Mechanical Aspects • AS 1893 Code of Practice for the Guarding and Safe Use of Metal and Paper Cutting Guillotines • AS 1418 (series) Cranes, Hoists and Winches • AS 1353 (series) Flat Synthetic-Webbing Slings • AS 1380 (series) Fibre-Rope Slings • AS 1438 (series) Wire-Coil Flat Slings • AS 4497 (series) Roundslings—Synthetic Fibre • AS 1473 (series) Guarding and Safe Use of Woodworking Machinery • AS/NZS 1576 (series) Scaffolding • AS 4024.3001 Safety of Machinery - Materials Forming and Shearing - Mechanical Power Presses • AS 4024.3002 Safety of Machinery - Materials Forming and Shearing - Hydraulic Power Presses • National Standard for Plant (NOHSC:1010[1994]) • Code of Practice Plant (Vic) • Refer to “Electrical” classification for electrical Standards/Codes/Guidances • Refer to “Ionising Radiation” classification for ionising radiation Standards/Codes/Guidances 	<ul style="list-style-type: none"> • Regulated Plant Risk Management (UOM 333) • Personal Protective Equipment – EHS Requirements (UOM 343) • EHS Risk Management (UOM 306) • Lock out, Tagging and Isolation - EHS Requirements (UOM 346) • Unsafe Plant & Equipment: EHS Requirements (UOM 347) • Waste Risk Management (UOM 350) • Refer to “Electrical” classification for University electrical radiation policies and procedures • Refer to “Ionising Radiation” classification for University ionising radiation policies and procedures • Refer to “Non-Ionising Radiation” classification for University non-ionising radiation policies and procedures 	<ul style="list-style-type: none"> • Plant Hazard and Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Plant Registers • Prepurchasing checklist – plant and equipment • Personal protective equipment • Refer to “Electrical” classification for specific electrical controls • Refer to “Ionising Radiation” classification for specific ionising radiation controls • Refer to “Non-Ionising Radiation” classification for specific non-ionising radiation controls • University lift upgrade program • Waste removal is managed under the EMS (see Environmental Aspects Register) • Removal of decommissioned plant is managed under the EMS (see Environmental Aspects Register) • Internal plant expert 	L

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							<ul style="list-style-type: none"> Refer to "Non-Ionising Radiation" classification for non-ionising radiation Standards/Codes/Guidances 			
15.Diving	<ul style="list-style-type: none"> Adverse diving conditions Dangerous marine flora and fauna Diver poor swimming skills Diving associated conditions (eg bends) Faulty equipment Operating/using boat and equipment 	1	6	50	300 H	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Marine Act 1988 (Vic) Marine Regulations 1999 (Vic) 	<ul style="list-style-type: none"> AS/NZS 2299 (series) Occupational Diving Operations AS 3848.2 – Filling of Portable Gas Cylinders Part 2 (SCUBA) Dive Industry of Victoria Association (DIVA) Code of Practice ADAS Australian Diver Accreditation Scheme [ADAS Board and Commonwealth] Marine Safety Victoria (Vic) A Guide To Marine Regulations and How They Affect You (Vic) Recreational Boating Safety Handbook (Vic) 	<ul style="list-style-type: none"> Scientific Diving (UOM 334) EHS Risk Management (UOM 306) University of Melbourne Diving Policy and Procedures 	<ul style="list-style-type: none"> Field trip Risk Assessment and Plan Dive plans Risk assessments Diving Safety Committee Diver induction Diver training Diving teams Maintenance of equipment University of Melbourne Diver Register 	L
16.Confined Spaces	<ul style="list-style-type: none"> Unrestricted access to confined spaces Inadequate risk assessment of confined space Inadequate identification of confined space Poorly ventilated workplaces 	1	3	50	150 M	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Part 3.4 Confined Spaces Occupational Health and Safety Regulations 2007 (Vic) 	<ul style="list-style-type: none"> AS 2865 Confined Spaces HB 213 Guidelines for Safe Working in a Confined Space Confined Spaces Compliance Code (Vic) Confined Spaces, Shafts, Tunnels and Trenches (Vic) The Dangers Of Poorly Ventilated Workplaces (Vic) 	<ul style="list-style-type: none"> Confined Spaces Risk Management (UOM 335) EHS Risk Management (UOM 306) Signage – OHS Requirements (UOM 344) 	<ul style="list-style-type: none"> Confined space entry permit system Confined space entry training Confined space emergency procedures Confined Spaces Authorising Officers Safety signage Confined space risk assessments Confined spaces register Restricted access 	L
17.Working at Heights	<ul style="list-style-type: none"> Working close to an edge unprotected Unsuitable working environment: <ul style="list-style-type: none"> slippery roof brittle roof adverse weather conditions (wind and run) Unsecured equipment Inappropriate use of access and/or fall arrest equipment: <ul style="list-style-type: none"> ladders scaffold elevated work platform harnesses and lanyards anchor points 	3	1	50	150 M	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Part 3.3 Prevention of Falls Occupational Health and Safety Regulations 2007 (Vic) 	<ul style="list-style-type: none"> Prevention of Falls in General Construction Compliance Code (Vic) Code of Practice Prevention of Falls in Housing Construction (Vic) Basic Steps For Preventing Falls from Heights (Vic) Falls Prevention Victorian WorkSafe Authority web site (Vic) AS/NZS 1891 (series) Industrial Fall-Arrest Systems and Devices AS/NZS 1576 (series) Scaffolding AS 1577 Scaffold Planks AS/NZS 4576 Guidelines for Scaffolding AS 1657 Fixed Platforms, Walkways, Stairways and ladders – Design, Construction and Installation AS/NZS 1892 (series) Portable Ladders 	<ul style="list-style-type: none"> Working at Heights Risk Management (UOM 336) Personal Protective Equipment – EHS Requirements (UOM 343) EHS Risk Management (UOM 306) 	<ul style="list-style-type: none"> Roof risk assessments Standard operating procedures Height safety training Fall arrest training Fall protection: <ul style="list-style-type: none"> handrails and barriers elevated work platforms scaffolding fall arrest and anchor point systems Accessing heights under suitable weather conditions (eg not raining and little/no wind) Restricted access and entry points Ladder training Elevated work platform training Barricading 	L
18.Asbestos and Hazardous Materials	<ul style="list-style-type: none"> Exposure to hazardous materials: <ul style="list-style-type: none"> asbestos lead synthetic mineral fibres polychlorinated biphenyl 	3	1	25	150 M	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Part 4.3 Asbestos Occupational Health and Safety Regulations 2007 (Vic) Part 4.4 Lead Occupational Health and 	<ul style="list-style-type: none"> Managing Asbestos in the Workplace Compliance Code (Vic) Asbestos Code of Practice for the Safe Removal of Asbestos (NOHSC:2002[2005]) Code of Practice for the Management and 	<ul style="list-style-type: none"> Asbestos and Hazardous Materials Risk Management (UOM 337) EHS Risk Management (UOM 306) Signage – OHS Requirements (UOM 344) 	<ul style="list-style-type: none"> Division 5 asbestos survey and risk assessment Division 6 asbestos survey and risk assessment Hazardous materials survey and risk 	L

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		E	L	C						
	<ul style="list-style-type: none"> Asbestos and hazardous material waste 					Safety Regulations 2007 (Vic)	<ul style="list-style-type: none"> Control of Asbestos in the Workplace (NOHSC:2018[2005]) Adopted National Exposure Standards for Atmospheric Contaminants in the Occupational Environment (NOHSC:1011[1995]) Guidance Note on Interpretation of Exposure Standards for Atmospheric Contaminants in the Occupational Environment (NOHSC:3008[1995]) AS 2601 The Demolition of Structures 	<ul style="list-style-type: none"> Waste Risk Management (UOM 350) 	assessment <ul style="list-style-type: none"> Engage hygienists with knowledge and skills in asbestos and hazardous materials surveys and management plans Engage licensed asbestos contractors/removalist Asbestos and hazardous materials register Asbestos management plan Signage Restricted access Hazardous waste removal is managed under the EMS (see Environmental Aspects Register) 	
19. Cooling Towers	<ul style="list-style-type: none"> Legionella bacteria in cooling tower system Access to roofs Access to plant Use of chemicals Working at heights 	3	1	50	150 M	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Building Act 1993 (Vic) Public Health and Wellbeing Act 2008 (Vic) Public Health and Wellbeing Regulations 2009 (Vic) Building (Legionella Risk Management) Regulations 2001 (Vic) Health (Legionella) Regulations 2001 (Vic) Refer to "Plant" classification for plant legislation Refer to "Chemical" classification for chemical legislation Refer to "Working at Heights" classification for working at heights legislation 	<ul style="list-style-type: none"> Guide to Developing Risk Management Plans for Cooling Tower Systems (Vic) Victorian Government Department of Health Legionella web site (Vic) Cooling Towers and Recycled Water (Vic) Refer to "Plant" classification for plant Standards/Codes/Guidances Refer to "Chemical" classification for chemical Standards/Codes/Guidances Refer to "Working at Heights" classification for working at heights Standards/Codes/Guidances 	<ul style="list-style-type: none"> Cooling Tower Risk Management (UOM 339) EHS Risk Management (UOM 306) Refer to "Plant" classification for University plant policies and procedures Refer to "Chemical" classification for University chemical policies and procedures Refer to "Working at Heights" classification for University working at heights policies and procedures 	<ul style="list-style-type: none"> Cooling tower risk assessments and plans Cooling tower system registration Scheduled maintenance and management of cooling towers as per the risk management plans Annual cooling tower audit Restricted access to authorised personnel Refer to "Plant" classification for plant controls Refer to "Chemical" classification for chemical controls Refer to "Working at Heights" classification for working at heights controls 	L
20. Workplace Environment and Facilities	<ul style="list-style-type: none"> Poor ergonomic and work station layout Poor storage and office space Poor environmental characteristics: <ul style="list-style-type: none"> thermal discomfort nuisance noise inadequate lighting glare Poorly maintained equipment Office waste Access to facilities including: <ul style="list-style-type: none"> toilets washing facilities drinking water dining facilities 	10	0.5	5	25 L	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Refer to "Electrical" classification for electrical legislation 	<ul style="list-style-type: none"> AS 1680 (series) Interior Lighting AS 3590 (series) Screen-Based Workstations AS/NZS 2107 Acoustics - Recommended Design Sound Levels and Reverberation Times for Building Interiors AS 2822 Acoustics – Methods Of Assessing And Producing Speech Privacy And Speech Intelligibility AS/NZS 1668 (series) The Use Of Ventilation And Air Conditioning In Buildings AS/NZS 4438 Height Adjustable Swivel Chairs AS/NZS 4442 Office Desks AS/NZS 4443 Office Panel Systems – Workstations OfficeWise A Guide to Health and Safety in Offices (Vic) 	<ul style="list-style-type: none"> Housekeeping – EHS Requirements (UOM 353) Temperature Extremes Risk Management (UOM 355) Facilities and Amenities – EHS Requirements (UOM 340) EHS Risk Management (UOM 306) Waste Risk Management (UOM 350) Starting at the University or in a New Position (UOM 104) Refer to "Electrical" classification for University electrical policies and procedures 	<ul style="list-style-type: none"> Scheduled workplace inspections Work station ergonomic assessments Preapproved University Providers Refer to "Electrical" classification for electrical controls Provision of facilities: <ul style="list-style-type: none"> toilets washing facilities eating and drinking facilities Risk assessments Office waste removal and recycling initiatives are managed under the EMS (see Environmental Aspects Register) Internal ergonomic and manual handling expert Recruitment and Selection – Induction University web site 	L

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		E	L	C						
							<ul style="list-style-type: none"> Workplace Amenities and Work Environment Compliance Code (Vic) Ergonomic Principles And Checklists For The Selection Of Office Furniture And Equipment (Commonwealth) Office Copying Machines (Vic) National Code of Practice for the Prevention of Occupational Overuse Syndrome (NOHSC:2013 [1994]) Refer to "Electrical" classification for electrical Standards/Codes/Guidances Guidance Note for the Prevention of Occupational Overuse Syndrome in Keyboard Employment (NOHSC:3005 [1996]) 		<ul style="list-style-type: none"> Induction Compliance Checklist 	
21.Workplace Design and Construction	<ul style="list-style-type: none"> Introduction hazards/risks at design Hazards/Risks associated with construction works: <ul style="list-style-type: none"> electrical plant fall from heights chemicals manual handling noise changing environment unauthorised access Hazardous materials removal Impact on campus traffic management plan 	3	3	25	150 M	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Part 3.6 High Risk Work Occupational Health and Safety Regulations 2007 (Vic) Part 5.1 Construction Occupational Health and Safety Regulations 2007 (Vic) Refer to specific hazard classification for legislation 	<ul style="list-style-type: none"> AS/NZS 2982.1 Laboratory Design and Construction – General Requirements AS 1345 Identification of the Contents of Pipes, Conduits and Ducts AS/NZS 3017 Electrical Installations – Verification Guidelines AS/NZS 3019 Electrical Installations – Periodic Guidelines AS/NZS 1576 (series) Scaffolding AS 1657 Fixed Platforms, Walkways, Stairways and ladders – Design, Construction And Installation AS 2436 Guide to Noise Control on Construction, Maintenance and Demolition Sites Building Code of Australia (Commonwealth) National Standard for Construction Work (NOHSC:1016 [2005]) Refer to specific hazard classification for Standards/Code/Guidances 	<ul style="list-style-type: none"> Project Management and Design Standards EHS Risk Management (UOM 306) Signage – OHS Requirements (UOM 344) Refer to specific hazard classification for policies and procedures 	<ul style="list-style-type: none"> Project Managers Risk assessments Restricted/authorised access: <ul style="list-style-type: none"> temporary fencing signage Site and contractor induction Contractor Panel – preferred contractors Refer to specific hazard classification for controls Hazardous materials removal managed under the EMS (Environmental Aspects Register) 	L
22.Noise	<ul style="list-style-type: none"> Noise in excess of the exposure standards Distracting noise Noise impact on surrounding community 	2	6	25	300 H	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Part 3.2 Noise Occupational Health and Safety Regulations 2007 (Vic) 	<ul style="list-style-type: none"> AS 1055 (series) Acoustics – Description and Measurement Of Environmental Noise AS/NZS 1269 (series) Occupational Noise Management AS 2822 Acoustics – Methods Of Assessing And Producing Speech Privacy And Speech Intelligibility AS/NZS 2107 Acoustics – Recommended Design Sound Levels and Reverberation Times for Building Interiors HB 9 Occupational Personal Protection Noise Problems at Work – Guide for Assessing and Fixing (Vic) Noise – Buy Quiet (Vic) National Code of Practice for Noise 	<ul style="list-style-type: none"> Personal Protective Equipment – EHS Requirements (UOM 343) Non-Ionising Radiation Risk Management (UOM 325) EHS Risk Management (UOM 306) Signage – OHS Requirements (UOM 344) 	<ul style="list-style-type: none"> Purchasing less noisy plant and equipment Prepurchasing checklist Acoustic engineering controls Noise Risk Assessments Audiometric screening Personal protective equipment Hearing protection training Signage Environmental noise is managed under the EMS (Environmental Aspects register) 	L

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		E	L	C						
							<ul style="list-style-type: none"> Management and Protection of hearing at Work (NOHSC:2009 [2004]) Managing Noise at Work (Commonwealth) OfficeWise A Guide to Health and Safety in Offices (Vic) 			
23. Working Outdoors	<ul style="list-style-type: none"> Exposure to adverse weather conditions: <ul style="list-style-type: none"> thermal (heat cold) rain ultraviolet light exposure wind uncontrolled environment 	2	1	15	30 L	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) 	<ul style="list-style-type: none"> Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation (Commonwealth) Sun Protection for Construction and Other Outdoor Workers (Vic) Guidance Note for the Protection of Workers from Ultraviolet Radiation in Sunlight (NOHSC:3012 [1991]) HB 9 Occupational Personal Protection 	<ul style="list-style-type: none"> EHS Risk Management (UOM 306) Personal Protective Equipment – EHS Requirements (UOM 343) Local working outdoors policies and procedures 	<ul style="list-style-type: none"> Risk assessments Scheduled work at appropriate times, seasons and weather conditions Standard operating procedures Personal protective equipment: <ul style="list-style-type: none"> wet weather gear long sleeved summer clothing sunhats sunglasses Sunscreen 	L
24. Firearms, Regulated and Prescribed Weapons	<ul style="list-style-type: none"> Accidental shooting Theft and misuse 	0.5	1	50	L 25	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Firearms Act 1996 (Vic) Firearms Regulations 1997 (Vic) Control of Weapons Act 1990 (Vic) 	<ul style="list-style-type: none"> National Firearms Safety Code (Commonwealth) Firearms Safety on Farms (NSW) New Zealand Arms Code (NZ) Firearms Discussion Paper (Commonwealth) Firearms Safety Code (Vic) HB 9 Occupational Personal Protection 	<ul style="list-style-type: none"> EHS Risk Management (UOM 306) Personal Protective Equipment – EHS Requirements (UOM 343) Local University firearms policies and procedures Local University regulated and prescribed weapons procedures 	<ul style="list-style-type: none"> Licensed and trained personnel with access to firearms Risk assessments Personal Protective Equipment – hearing and eye protection Gun safes Licenses Routine cleaning and maintenance of firearms Emergency procedures Standard operating instructions 	L
25. Contractors	<ul style="list-style-type: none"> Unfamiliar with University EHS procedures: <ul style="list-style-type: none"> occupational, health and safety environmental Work that adversely impacts on the University environment and/or staff Conducting work unsafely or in conflict University procedures High risk and/or specialised tasks 	6	3	50	900 VH	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Part 3.6 High Risk Work Occupational Health and Safety Regulations 2007 (Vic) Part 5.1 Construction Occupational Health and Safety Regulations 2007 (Vic) Refer to specific hazard classification for legislation 	<ul style="list-style-type: none"> Contractor Guidelines (Vic) Information on Engaging Contractors (Vic) Checklist – Contractor, Subcontractor (Vic) Prevention of Falls – Contractor Management (Vic) Refer to specific hazard classification for Standards/Codes/Guidances 	<ul style="list-style-type: none"> EHS Risk Management (UOM 306) Contractor (Service Provider) Management - EHS Requirements (UOM 348) Refer to specific hazard classification for policies and procedures 	<ul style="list-style-type: none"> Contractor agreed scope of works and/or contracts prior to commencing work Contractor performance monitoring and reviews Contractor EHS questionnaire Contractor EHS plans Risk assessments University contact person: <ul style="list-style-type: none"> Contract Manager Project Manager Contractor induction and training Refer to specific hazard classification for controls Environmental impact from contractors is managed under the EMS (Environmental Aspects register) 	M
26. Clients, Customers and General Public	<ul style="list-style-type: none"> Unfamiliar with University EHS procedures: <ul style="list-style-type: none"> occupational, health and safety environmental Activities that adversely impact on the 	3	3	15	135 M	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) 	<ul style="list-style-type: none"> Events Manual A Guide to Conducting Events At The University of Melbourne 	<ul style="list-style-type: none"> EHS Risk Management (UOM 306) Smoking In The Workplace Risk Management (UOM 331) Alcohol and Drugs in the Workplace Risk 	<ul style="list-style-type: none"> Risk assessments Restricted access to University buildings and property 24 hour security support 	L

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		E	L	C						
	University environment and/or staff						Management (UOM 332) • The University of Melbourne Alcohol Drug Policy and Procedures • Local University policies and procedures	• Local visitor inductions and checklists • Visitor cards		
27.Hot Work	<ul style="list-style-type: none"> • Fire and/or explosion • Injury and/or property damage • Conducting hot work out doors during a total fire ban 	1	3	100	300 H	<ul style="list-style-type: none"> • Occupational Health and Safety Act 2004 (Vic) • Country Fire Authority Act 1958 (Vic) • Forest Fire protection Regulations 2004 (Vic) 	<ul style="list-style-type: none"> • AS 1335 Hoses and Hose Assemblies for Welding, Cutting and Allied Processes • AS/NZS 1338.1 Filters for Eye Protectors - Filters For Protection Against Radiation Generated In Welding And Allied Operations • AS/NZS 1554 (series) Structural Steel Welding • AS 1674 (series) Safety In Welding And Allied Processes 	<ul style="list-style-type: none"> • EHS Risk Management (UOM 306) • Hot Work Risk Management (UOM 349) 	<ul style="list-style-type: none"> • Hot work risk assessments • Hot work permit system • Trained operators • Hot Work Authorising Officers • Hot Work Emergency Plans • Scheduled maintenance for hot work plant and equipment 	L
28.Traffic	<ul style="list-style-type: none"> • Speeding • Shared vehicles and pedestrians areas • Uncontrolled vehicle access on campus • Unauthorised and/or unsafe parking 	6	1	50	300 H	<ul style="list-style-type: none"> • Occupational Health and Safety Act 2004 (Vic) • Part 3.5 Plant Occupational Health and Safety Regulations 2007 (Vic) • Road Safety Act 1986 (Vic) • Road Safety (Traffic) Regulations 1988 (Vic) 	<ul style="list-style-type: none"> • Forklift Safety Reducing the Risk (Vic) • A Guidebook Of Industrial Management and Forklift Safety (Vic) 	<ul style="list-style-type: none"> • EHS Risk Management (UOM 306) • Signage – OHS Requirements (UOM 344) 	<ul style="list-style-type: none"> • Controlled access of vehicles onto the campuses • Traffic management plans: <ul style="list-style-type: none"> – speed limits on campus – designated delivery points – traffic signs – designated parking spaces – walkways and pathways • Risk assessments • Standard operating procedures • Designated parking • Mobile plant training • Buggy operator training • Traffic Management contract: <ul style="list-style-type: none"> – parking fines – access control – foot patrols – buggy patrols 	L
29.Working with Animals	<ul style="list-style-type: none"> • Infectious animals • Animals escaping enclosures • Manual handling • Animal and infectious wastes 	3	3	25	225 M	<ul style="list-style-type: none"> • Occupational Health and Safety Act 2004 (Vic) • Refer to "Manual Handling" classification for manual handling legislation 	<ul style="list-style-type: none"> • Australian and New Zealand Council for the Care of Animals in Research and Teaching web site • Alert Preventing Asthma in Animal Handlers (NIOSH) • Refer to "Manual Handling" classification for manual handling Standards/Codes/Guidances • HB 9 Occupational Personal Protection) 	<ul style="list-style-type: none"> • EHS Risk Management (UOM 306) • Personal Protective Equipment – EHS Requirement (UOM 343) • Waste Risk Management (UOM 350) • Local working with animals policies and procedures • Refer to "Manual Handling" classification for manual handling policies and procedures 	<ul style="list-style-type: none"> • Risk assessments • Human immunisation • Animal immunisation • Restricted access • Quarantine areas • Restricted access • Appropriate animal housing/farming • Standard operating procedures • Health screening and monitoring • Personal protective equipment • Refer to "Manual Handling" classification for manual handling controls • University of Melbourne Animal Welfare Committee • Hazardous waste removal is managed 	L

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								under the EMS (see Environmental Aspects Register)		
30. Infectious Diseases	<ul style="list-style-type: none"> Working in health care facilities, services and environment Working childcare facilities First aid activities Infectious wastes 	25	3	1	75 L	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Health Act 1958 (Vic) Health (Infectious Diseases) Regulations 2001 (Vic) Health (Infectious Diseases) (Amendment) Regulations 2004 (Vic) Health Records Act 2001 (Vic) Children Services Act 1996 (Vic) Children Services Regulations 1998 (Vic) 	<ul style="list-style-type: none"> Immunisation Guidelines for Health Care Workers (Vic) Department of Human Services Immunisation web site (Vic) Blue Book – Guidelines For The Control Of Infectious Diseases (Vic) Australian Immunisation Handbook (NHMRC) (Commonwealth) Infection Control Guidelines for the Prevention of Transmission of Infectious Diseases in the Health Care Setting (Vic) Sure Protection For Infection (Vic) Guidelines for Health Surveillance NOHSC:7039 [1995]) National Code of practice for the Control of Work Related Exposure to Hepatitis and HIV (Blood-Borne) Viruses (NOHSC:2010 [2003]) HB 9 Occupational Personal Protection 	<ul style="list-style-type: none"> Health Monitoring – EHS Requirements (UOM 363) EHS Risk Management (UOM 306) Pre-employment Requirements (UOM 102) Waste Risk Management (UOM 350) Local policies and procedures 	<ul style="list-style-type: none"> Risk assessments Employee health monitoring Occupational Health Services Immunisation programs Standard precautions Additional precautions (for suspected confirmed infectious disease) Personal protective equipment Staff training in standard precautions First aid training Infectious waste removal is managed under the EMS (see Environmental Aspects Register) 	L
31. Emergency Incident	<ul style="list-style-type: none"> Uncontrolled emergency incident leading to adverse outcomes: <ul style="list-style-type: none"> Loss of life injury or illness Property damage Environmental impacts Loss of communication Breakdown in emergency procedures 	2	1	100	200 M	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 (Vic) Building Code of Australia 	<ul style="list-style-type: none"> AS 3745 Emergency Control Organisation and Procedures for Buildings, Structures and Workplaces AS 1603 (series) Automatic Fire Detection And Alarm Systems AS 1670 (series) Fire Detection, Warning, Control And Intercom Systems AS/NZS 1841 (series) Portable Fire Extinguishers Australian Journal of Emergency Management First Aid Compliance Code 	<ul style="list-style-type: none"> Emergency Preparedness and Response (UOM 356) First Aid – OHS Requirements (UOM 358) EHS Risk Management (UOM 306) 	<ul style="list-style-type: none"> Crisis and Emergency Management Group (CEMG) Trained first aiders and building wardens Inductions Scheduled building evacuations Emergency management exercises – BECs, Wardens Campus specific Emergency Management Plans Crisis Management Plan Building essential services and ongoing maintenance of those services Building specific emergency procedures and plans Task/activity specific emergency procedures and plans Breathing apparatus training Staff training (evacuation drills, fire extinguisher training) Emergency pager system Adverse environmental impacts managed by the EMS (Environmental Aspects Register) 	L
32. Legal Compliance	<ul style="list-style-type: none"> Injury and/or property damage Prosecution and fines Intervention programs Reputation damage to the University 	10	0.5	25	125 M	<ul style="list-style-type: none"> Occupational Health and Safety Act 2004 Refer to category classification for specific legislation 	<ul style="list-style-type: none"> NAT – National Audit Tool AS/NZS 4804 (series) Occupational Health and Safety Management Systems 	<ul style="list-style-type: none"> Health and Safety Policy (UOM 302) EHS Policy, Procedure & Document Development (UOM 317) OHS & Environmental Management 	<ul style="list-style-type: none"> Occupational Health and Safety Management System Risk assessments Licenses, Permits and Agreements 	L

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	<ul style="list-style-type: none"> • Loss of funding: <ul style="list-style-type: none"> – Government – private sector • Loss of certification • Loss of self insurance 						<ul style="list-style-type: none"> System Audit (UOM 366) • EHS Resources (UOM 309) • OHS & Environmental Responsibilities (UOM 310) • Health & Safety Consultative Arrangements (UOM 312) • OHS & Environmental Legal Requirements (UOM 307) • EHS Risk Management (UOM 306) • Incident Reporting & Investigation – EHS Requirements (UOM 364) • Themis Incident Report 	<ul style="list-style-type: none"> • Authorising Officers • Records management and data control • University Occupational Health and Safety Committee • EHS management representatives • Health and Safety Representatives and designated work groups • Internal auditing • External auditing • Incident Reporting, Recording and Management • Environmental controls and systems managed by the EMS (Environmental Aspects Register) 		