**Manchester Metropolitan University**

**Risk Assessment**

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| **Assessment Ref No:**  RA-002\_V1.2 | **Author**:  Dr. Liam Hanson | **Assessed By:**  Mr. Garry Pheasey  (Technical Services Manager & PD) | **Validated By:**  Prof. Hans Degens (Designated Individual) | **Date of Assessment:**  08/07/2022  28/02/2023 | **Review Date:**  08/07/2024  28/02/2025 |
| **Location:** All Saints Campus | | **Activity:** Storage Failure of -20OC and -80 OC Freezers | | | |
| **Overall Risk Rating (using matrix) after Control Measures have been Implemented:  1-3  4-6  8-12  15-25** | | | | | |
| **Other Risk Assessments Related to this Activity:** RA-001 | | | | | |

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| **What are the hazards?** | **Who might be harmed and how?** | **What are you already doing to control the risk?** | **Likelihood**  **(L)** | **Impact**  **(I)** | **Risk Rating**  **(L x I)** | **Is any further action needed?** |
| Sample loss | Students, staff, visitors, and donors. | * Freezers holding relevant material are on a phone alert system that alerts key personnel of temperature failure. * A spare freezer is available. * All freezers holding relevant material are plugged into special sockets that connect to a generator. If there is a failure of the National Electric Grid, the generator automatically kicks in. * Maintenance checks on filters * Disaster recovery agreement in place for power failure to the building and freezers. Refer to disaster recovery SOP. * Freezers containing relevant material are under an annual service agreement. | **1** | **3** | **3** | No action – no further action but ensure controls are maintained and reviewed |
| Inconsistent Sample Shipment | Samples received might not match to samples designated within MTA; i.e., fewer than expected or more than expected  Additional samples to those expected may not be covered by consent or ethical approval putting the university at risk if on site | * All samples received must be checked against MTA and shipping way slips * Any additional samples should be stored in secure interim storage while confirmation is sought from the sample supplier * If consent and ethical approval can be confirmed samples can be stored; if consent and ethical approval cannot be confirmed samples should be destroyed immediately (5% Virkon/off site incineration via Stericyle) * For any missing samples confirmation of shipping should be sought from the supplier and an updated MTA requested from the sample supplier * Samples shipped but not received should be logged into ItemTracker as an Adverse Event – Transport Failure | **1** | **3** | **3** | No action – no further action but ensure controls are maintained and reviewed |

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| **Risk Grading Matrix** | | **IMPACT** | | | | |
| **Insignificant (1)** | **Minor (2)** | **Moderate (3)** | **Major (4)** | **Severe (5)** |
| **Health** | | Minor impact requiring a short break from the work activity | Short period of ill health <7 days off work | Ill health requiring >7 days off work | RIDDOR reportable disease | Life changing or life limiting disease |
| **Safety** | | Minor injury / first aid treatment | Injury requiring medical treatment <7 days off work | Injury requiring medical treatment >7 days off work | Major injury – loss of limb or broken bones | Injury requiring extensive rehabilitation of Fatality |
| **Compliance** | | Observations raised through audit or inspection | Minor non-conformance raised through audit or inspection | Major non-conformance raised through audit or inspection | Breach of legislation – reported to, or visit from regulator | Punitive action from regulator e.g., improvement notice, prosecution |
| **LIKELIHOOD** | **Rare (1)** | **1** | **2** | **3** | **4** | **5** |
| **Unlikely (2)** | **2** | **4** | 6 | **8** | **10** |
| **Possible (3)** | **3** | **6** | **9** | **12** | **15** |
| **Likely (4)** | **4** | **8** | **12** | **16** | **20** |
| **Almost Certain (5)** | **5** | **10** | **15** | **20** | **25** |

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| **Risk Rating** | **Action Required to Control the Risk** |
| 1-3 | No action – no further action but ensure controls are maintained and reviewed |
| 4-6 | Monitor – look to improve at next review or if there is a significant change |
| 8-12 | Action – improve within specified timescale |
| 15-25 | Urgent action – take immediate action and stop activity, maintain existing controls rigorously |

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| **Actions Identified to Control the Risk Further** | **By whom?** | **By when?** | **Done** |
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