



# HAZARD ASSESSMENT AND CONTROL REPORT FORM

<b>Job/Position/Work Type:</b> Printmaking Studio, Acid Room, Silk Screen Room	<b>Location of Work: L804, L804A, W844</b>	<b>Date: 29/07/2019</b>
<b>Assessment completed by:</b> Mary-Anne McTrowe		<b>Reviewed/Revised:</b> Niall Donaghy 28/08/2022

Activity/Task <small>(List all tasks and activities of the job/work)</small>	Description of Hazard <small>Note: There may be more than one hazard associated with an activity or task.</small>	Likelihood (L)	Severity (S)	Risk Total = (L*S)	Rating (High, Moderate, Low)	Hierarchy of Hazard Controls <small>(OHS Code 2009, Part 2 section 9)</small>  Elimination/Substitution (E/S) if this not an option the following hierarchy of controls is to be followed: <ul style="list-style-type: none"> <li>Engineering Controls (EC)</li> <li>Administrative Controls (AC)</li> <li>Personal Protective Equipment (PPE)</li> </ul>	Severity			
								Makes you uncomfortable 1	Send you to hospital 2	Kills/cause a permanent disability 3
Building Evacuation	Fire Violence Structural Collapse Hazardous Release	2	3	6	H	AC: Orientation/training AC: Emergency Response Plans, Emergency Response Plan AC: Review of escape route, assembly points, and location of fire extinguishers/pull stations, First aiders/first aid kits and AEDs AC: Call 911 when required, contact Campus Security at 403-329-2345	1	2	3	6
Working alone in art space	Undertaking tasks that may cause injury without others to assist  Sudden illness or medical emergency  Violence	2	2	4	M	EC: studio phone AC: Orientation/training AC: Working Alone Policy – use <a href="https://www.uleth.ca/security/working-alone">https://www.uleth.ca/security/working-alone</a> to sign in and sign out with Security whenever in the workspace alone o AC: phone system – charged cell phone must be on person alone in the art space d AC: encourage to use buddy system	2	4	6	9

## HAZARD ASSESSMENT AND CONTROL REPORT FORM

Preparing printing plates or stones with rosin, whiting, and other powders	Dust/particle inhalation	2	2	4	M o d	<p>EC: general and local ventilation</p> <p>AC: Safe Work Practice Training</p> <p>AC: WHMIS training- certificate to supervisor and Safety Data Sheet (SDS) available.</p> <p>AC: ventilation problems reported promptly to Supervisor who will involve Campus Safety and Facilities for Air Quality Concerns/Complaints</p> <p>PPE: N95 respirator if necessary; eye protection if necessary</p>
Cutting paper or cardboard	Cuts, repetitive strain	2	2	2	M o d	<p>AC: Safe Work Practice Training</p> <p>AC: Training to remind staff/students of 15 minutes of repetitive task and 5 minute break cycle. ROM exercises.</p> <p>AC: Training to Faculty/Staff regarding First Aid protocol. Report injuries promptly to First aider/Supervisor in area, knowledge of first aid kit in area (and AED), Call Security 403.329.2345 and/or 911 for assistance if needed for more serious injuries. Incident Reporting System</p>
Cleaning plates, tools with solvents	Inhalation of vapors; absorption; contact with skin or eyes	2	2	4	M o d	<p>EC: general and local ventilation</p> <p>EC: eye wash and shower station</p> <p>AC: Safe Work Practice Training</p> <p>AC: WHMIS training- certificate to supervisor</p> <p>AC: WHMIS labels on all required items</p> <p>AC: Limit use; substitute with mineral oil where possible</p> <p>PPE: chemical resistant gloves, barrier cream</p> <p>PPE: eye protection</p>
Inking plates	Absorption of chemicals, repetitive strain	2	2	4	M o d	<p>EC: general and local ventilation</p> <p>AC: Safe Work Practice Training</p> <p>AC: WHMIS training- certificate to supervisor and SDS sheets available</p> <p>AC: limit use (substitute non-toxic materials where possible)</p> <p>PPE: chemical resistant gloves, barrier cream</p> <p>PPE: eye protection</p>
Engraving wood, linoleum	Repetitive strain, cuts	2	2	4	M o d	<p>AC: Safe Work Practice Training</p> <p>AC: Training to remind staff/students of 15 minutes of cutting and 5 minute break cycle. ROM exercises.</p> <p>AC: Training to Faculty/Staff regarding First Aid protocol. Report injuries promptly to First aider/Supervisor in area, knowledge of first aid kit in area (and AED), Call</p>

## HAZARD ASSESSMENT AND CONTROL REPORT FORM

						Security 403.329.2345 and/or 911 for assistance if needed for more serious injuries.
Burnishing, engraving, drypoint	Repetitive strain	2	1	2	L o w	AC: Safe Work Practice Training AC: Training to remind staff/students of 15 minutes of repetitive task and 5 minute break cycle. ROM exercises.
Heavy lifting when handling or moving litho stones	Slip, trips, falls, Muscular skeletal injury (MSI), back strain, pinch points, fatigue	2	2	4	M o d	EC: carts or dolly in use for weights over 25lbs AC: training <a href="https://www.albertahealthservices.ca/careers/Page12772.aspx">https://www.albertahealthservices.ca/careers/Page12772.aspx</a> for 40 minute training on ergonomics. Certificate to supervisor yearly. AC: SOP on Safe Work Practice including assessment of items requiring movement and plan for movement that may include dolly/second or third person or other safety mechanism for movement (third person may be spotter for the other two moving the item). AC: rest periods enforced for handling of items in a repetitive manner over 15 minutes PPE: gloves, appropriate footwear to avoid slips/trips/falls (closed toed shoes or boots)
Operation of CO2 laser engraver	Inhalation of fumes, exposure to laser radiation	1	2	2	L o w	EC: local and general ventilation AC: Safe Work Practice Training PPE: safety glasses
Using the printing press	Pinch points	1	2	2	L o w	AC: Safe Work Practice Training
Long periods of work	Eye strain, repetitive strain	2	1	2	L o w	EC: Adequate lighting in studio AC: Safe Work Practice Training AC: Training to remind staff/students of 15 minutes of repetitive task and 5 minute break cycle. ROM exercises.
Creation of situations where house-keeping is required through art	Slip, trips, falls, Muscular skeletal injury (MSI), inhalation of vapours or dust/ particles	2	2	4	m o d	AC: training on Safe Work Practices and "Art Space and Cleanliness SOP" will occur yearly to staff and each semester to faculty/students outlining best practices and absolute need for artists to attend to housekeeping issues as a result of their creative endeavors AC: work with Caretaking for special needs of art space (yearly meeting with Manager, Caretaking)

## HAZARD ASSESSMENT AND CONTROL REPORT FORM

<p>space activities: (maintaining a clean work environment including sweeping and/ or mopping the floor and wiping down surfaces)</p>						<p>AC: absolutely no eating in art spaces; drinks must be in a re-sealable container; signage to remind persons about this</p> <p>AC: Mary-Anne McTrowe is the person who manages art space/housekeeping issues in Printmaking studios and checks areas on a schedule as agreed upon with supervisor. Daily or am/pm checks are signed off by this assigned person as to cleanliness of area. Supervisor is notified if area left in an unsafe state for others to use. Art Space and Cleanliness SOP outlines consequences for persons who leave space in an unsafe condition.</p> <p>Cleaning supplies and gloves are in W890C. Signage outlines what each space needs for cleanliness</p> <p>PPE: closed-toe slip-resistant footwear MUST be worn in all studios</p>
L804A. Acid Room						
Graining stones, degreasing plates	Repetitive strain, splash or particle in eye	2	2	4	M	<p>EC: general and local ventilation</p> <p>AC: Safe Work Practice Training</p> <p>AC: Training to remind staff/students of 15 minutes of cutting and 5 minute break cycle. ROM exercises.</p> <p>PPE: eye protection</p>
Aquatint using spray paint	Inhalation of vapours, absorption of chemical	1	2	2	L	<p>EC: perform only in spray booth</p> <p>AC: Safe Work Practice Training</p> <p>PPE: chemical resistant gloves</p>
Cleaning plates, tools with solvents in parts washer	Inhalation of vapours; absorption; contact with skin or eyes	2	2	4	M	<p>EC: general and local ventilation</p> <p>AC: Safe Work Practice Training</p> <p>AC: WHMIS training- certificate to supervisor, SDS sheets available</p> <p>AC: Limit use; substitute with mineral oil where possible</p> <p>PPE: chemical resistant gloves, barrier cream</p>
Coating plates for etching	Absorption of chemicals, inhalation of vapors	2	1	2	L	<p>EC: general and local ventilation</p> <p>AC: substitute less toxic alternatives</p> <p>AC: Safe Work Practice Training</p> <p>AC: WHMIS training- certificate to supervisor, SDS sheets available</p>

## HAZARD ASSESSMENT AND CONTROL REPORT FORM

						AC: WHMIS labels on all required items PPE: chemical resistant gloves
Etching plates	Absorption of chemicals, chemical burns, inhalation of vapours, splash in eye	2	2	4	M	EC: perform only under fume hood in since AC: Safe Work Practice Training AC: WHMIS training- certificate to supervisor AC: substitute less toxic etching bath where possible PPE: chemical resistant gloves; apron or lab coat; splash goggles
<b>W844. Silk Screen Room</b>						
Applying emulsion to screen in low light conditions	Trip and fall, exposure to light radiation from exposure unit; absorption of chemicals	2	2	4	M	EC: adequate safelight environment AC: Safe Work Practice Training PPE: chemical resistant gloves; closed-toe slip-resistant footwear MUST be worn
Use of power washer to clean screens	Absorption of chemicals, inhalation of vapours, loud noise, penetration of skin by high-velocity water jet, slip and fall due to spills	2	2	4	M	AC: Safe Work Practice Training AC: clean up spills immediately PPE: chemical resistant gloves; N95 respirator; splash goggles; ear protection; closed-toe slip-resistant footwear MUST be worn
Long periods of work	Eye strain, repetitive strain	2	1	2	L	EC: Adequate lighting in studio AC: Safe Work Practice Training AC: Training to remind staff/students of 15 minutes of repetitive task and 5 minute break cycle. ROM exercises.



## HAZARD ASSESSMENT AND CONTROL REPORT FORM

Cleaning tools and screens	Absorption of chemicals, slip and fall due to spills	2	2	4	M	AC: Safe Work Practice Training AC: WHMIS training- certificate to supervisor AC: WHMIS labels on all items requiring labelling AC: clean up spills immediately PPE: chemical resistant gloves; N95 respirator; splash goggles; ear protection; closed-toe slip-resistant footwear <b>MUST</b> be worn
<b>Working under unusual or unfamiliar circumstances</b>	Psychosocial hazards -Stress/fatigue -anxiety	2	2	4	M	EC: punch code access, restricted access, scheduled access AC: restricted access approval and procedures, training, organizing and planning work, rotation of workers, list of emergency contact phone numbers, take regular breaks, rotating/modified work schedules, counselling services
<b>Campus awareness</b>	-hazards associated property damage or maintenance required	2	2	4	M	AC: report property damage and/or maintenance, report to Security and Facilities Services.
<b>WORKING ON CAMPUS DURING A PANDEMIC</b>						Covid-19 Specific – Refer to UofL COVID 19 Hazard Assessment

(When describing the controls to reduce the risk associated with each hazard the above hierarchy must be followed, with personal protective equipment as the last means of control)

*By signing this form, you acknowledge that you understand the hazards and associated controls:*

Supervisor's Name \_\_\_\_\_ Supervisor's Signature \_\_\_\_\_

<b>Worker Name</b>	<b>Signature</b>	<b>Date</b>
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