

		Impact How severe would the outcomes be if the risk occurred?				
		Insignificant 1	Minor 2	Significant 3	Major 4	Severe 5
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## Risk assessment ref: RA007

**Task description:** Cleaning in a laboratory (up to containment level 2)

General activities included: Vacuuming/ sweeping and damp mopping of hard flooring, damp wiping of hand wash sinks only, replenishment of consumables into dispensers, collection of general and recycled waste.

<b>Site name:</b>	GENERIC	<b>Assessment carried out by:</b>	J GOODE
<b>Date assessment was carried out:</b>	01.04.2025 (JG)	<b>Date of next review:</b>	01.04.2026
<b>Corresponding method statements</b>	MS001 Vacuuming flooring	MS016 Cleaning laboratory hand wash sinks	
	MS002 Kex/ Sweep hard flooring	MS006 Collection of waste	
	MS003 Damp mopping hard flooring		

What are the hazards?	Who might be harmed? (Staff, visitors, general public)	What are the risks?	Are the following control measures in place to eliminate or reduce the risks?	Yes/ No/ N/A	PPE required?	Corrective actions / required observations. What further action do you need to take to control the risks?	Risk evaluation (1 – 5, 5 = high)			Risk rating (Low, Med, High)
							Impact (1-5)	Probability (1-5)	Overall risk (C X L)	
Slips, trips and falls	Staff & visitors	Could suffer injury such as Sprains & fractures from tripping or falling, or slipping over on; Wet floors, uneven flooring, trailing cables, raised floor coverings or obstructions.	1 Work areas to be kept clear from obstructions 2 Any spillages to be reported and cleaned up when authorised. 3 Warning signs to be erected where cleaning activity is taking place (trailing cables) or floors are wet or spillage identified. 4 Equipment to be plugged into nearest socket to avoid trailing cables. 5 Defects to floor coverings to be reported	Yes	N/A	N/A	2	1	2	Low
Muscular skeletal disorders (MSD)	Staff	Could suffer with back pain or work-related upper body disorder due to; 1 Using incorrect handling techniques when using vacuum cleaners, lifting	1 A risk assessment must be completed when lifting heavy or bulky loads that present a risk of injury. 2 All equipment/ loads movement which exceed 10kg must be	Yes	N/A	See manual handling risk assessment guidance	2	1	2	Low



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		waste bags from bins or over reaching. <b>New and expectant mothers may be more susceptible to injury.</b>	carried out as "two man". (A standard 5 litre bucket of water or Henry vacuum cleaner weighs 5kg) Training in lifting techniques must be provided to all staff.							
Electrical safety	Staff	Could suffer electrical shock or burns if using; 1) Damaged portable electrical appliances, their cables, plugs (such as vacuum cleaners, extension leads, client computer cables 2) When carrying out wet work cleaning round non-insulated electrical appliances i.e., electrical heaters	1) All electrical equipment used must be PAT tested annually and marked/ dated accordingly. 2) Electrical cables and plugs on vacuum cleaners/ cleaning equipment must be checked by users before use 3) Defective equipment must be reported immediately to the responsible person and suitably labelled or taken out of use until repairs have been carried out. 4) Electrical equipment must only be used in accordance with manufacturer's instructions	Yes	N/A	N/A	4	1	4	Med
Use of chemicals	Staff	Could cause ill health such as skin irritation due to the hazardous substance or through over regular wet work), urticaria (a skin condition caused by irritation or an allergic reaction) or respiratory irritation or illnesses (such as occupational asthma).	All cleaning chemicals used on site must have an accompanying COSHH assessment, and a Material Safety Data Sheet.  COSHH assessments accurately reflect the use and handling of the relevant substance on site.  Suitable PPE will be provided where it is identified as being required.	Yes	Nitrile gloves	See COSHH assessments for advice for each product	2	1	2	Low
Exposure to Client chemicals/ substances	Staff	Chemists/ scientists can use more hazardous chemicals// solids during their work. Accidental exposure could	As part of their risk assessment policy, the client will ensure that all hazardous chemicals or solids will be cleared away/ stored in a	Yes	Nitrile gloves	See COSHH assessments for advice for each product	3	1	3	Low



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		cause ill health such as skin irritation, burns, breathing difficulty or damage to health.	<p>safe place and the laboratory will be left tidy and safe for cleaning teams to work in.</p> <p>Material Data sheets will be available for all materials in use in the laboratory. Staff are prohibited from using client chemicals.</p> <p>Staff must not carry out their work, and must report to their manager immediately if they have any safety concerns about working in this environment (such as overflowing contaminated waste bins, unusual substances in sinks, unidentified spills/ leaks, sharps, chemicals not safely aware, alarms sounding.</p>			No cleaning potential client contaminated areas such as workbenches, working lab sinks or equipment				
Sharps	Staff	Potential of coming into contact with sharp objects, causing puncture or cuts when collecting waste, sweeping floors (needles or tip ends)	<p>Sharps policy in place, included in induction training.</p> <p>Training in place to advise staff not to put sharps in waste bins, never to push waste down or sort through waste by hand.</p> <p>Sharps must not be handled, equipment provided to ensure tip ends or needles are not touched.</p> <p>Sharps to be disposed of in specialist "Sharps bin" only.</p> <p>Any puncture or cut must be reported immediately.</p>	Yes	Nitrile gloves	N/A	2	1	2	Low

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Fire	Staff, visitors & Contractors	Potential of fire in premise, if staff were trapped could cause burns injury or smoke inhalation or death	Client site fire safety procedures in place (Fire Risk assessment completed)  Site specific fire awareness and evacuation safety training provided to all staff	Yes	N/A	N/A	4	1	4	Med
Lone working	Staff	Staff could suffer injury or ill health whilst alone in workplace. <b>In some laboratory environments, additional risk will be present (such as working in environments where there is risk of asphyxiation), and lone working will be prohibited.</b>	Lone working risk assessment carried out with lone workers.  Staff carry mobile phones with them or have access to phone to call for assistance.	Yes	N/A	Lone worker risk assessment questionnaire carried out with lone working staff members	3	1	3	Low
Asbestos	Staff	Staff carrying out normal duties at very low risk. Asbestos only a risk if fibres are released into the air and inhaled.  Majority of client sites are post 2000 where Asbestos was no longer present in building fabrics.	Systems in place to request Asbestos register from client sites to advise if Asbestos is present.  QCC do not carry out works which disturb fabrics of buildings (no drilling, cutting etc)	Yes	N/A	N/A	3	1	3	Low
Biological hazards	Staff	Possible exposure (by touch/contamination) to biological agents which could be damaging to health.	Laboratory training carried out with all staff  Staff are not to work in laboratories when scientists are carrying out their work.  Cleaning specification only includes floor work, hand wash		Uniform (legs must be covered)  Nitrile gloves  Safety	Some clients will require site specific risk assessment to be carried out  No cleaning of workbenches, equipment,	3	1	3	Low



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			sinks, replenishment of consumables, emptying of recycling or general waste ( non contaminated). Not permitted to touch/ clean lab equipment, work benches, working lab sinks, fume hoods, fridges (Unless additional risk assessment has been completed).		glasses  Lab coats (in some labs)	working lab sinks.				
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Please note: Due to the confidential nature of our client's operations, we are unable to upload site specific RAMS or COSHH to the webpage. A copy of any site specific RAMS or COSHH will be available by hard copy in the site folder located on the relevant site.