UNIVERSITY OF CAMBRIDGE
Department of Engineering

OHMC
Observatory for Human Machine Collaboration

Narges Khadem Hosseini

Safety Induction

- Who to see about safety matters
- What we expect from you and you from us
- What to do in an emergency
- Where to find out more information

Who is responsible of Health and Safety

Observatory for Human Machine Collaboration

- EVERYBODY

Duty of Care

OHMC has a ‘duty of care’ to all staff, students, visitors and others who may be affected by our activities.This includes:

- providing a safe place of work, including safe access and egress
- providing safe systems for doing our work
- supplying safe and appropriate work equipment and plant
- providing appropriate supervision, information, instruction and training
- having competent and safety aware staff to provide this

OHMC Expectations

- take reasonable care for their own safety and that of others
- use equipment, chemicals and protective devices safely
- be aware of and follow all legal requirements and Departmental procedures relevant to their work
- co-operate with their supervisors to ensure a healthy and safe workplace

OHMC Opening Hours

- The Opening hours if from is from 7:30 to 19:00.If you choose to remain on site after 19:00MOn-Fri and anytime at weekends, you need to inform your supervisor and OHMC technician via ohmc-enquiries@eng.com.ac.uk

Fire Action Plan

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- Shout '**FIRE FIRE FIRE**' & operate nearest fire call point

- Leave building by the nearest exit

First Aid

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- In a first aid emergency telephone 01223 (3) 32766
- If no response telephone reception 01223 (3) 32600
- After 5:00pm, and at weekends, advice on whether medical attention should be sought can be obtained by phoning the NHS helpline on 111. If in doubt, or the injury is obviously serious, call 999/112 for an ambulance. If you do call
- for an ambulance you should give your location as:
- Department of Engineering, Trumpington Street, Cambridge, CB2 1PZ
- You should also notify Security on (01223 3) 31818 if an ambulance is called to make sure someone is available to give access to the paramedics when they arrive. Only leave the casualty if there is nobody else to let them in.

Reporting incidents

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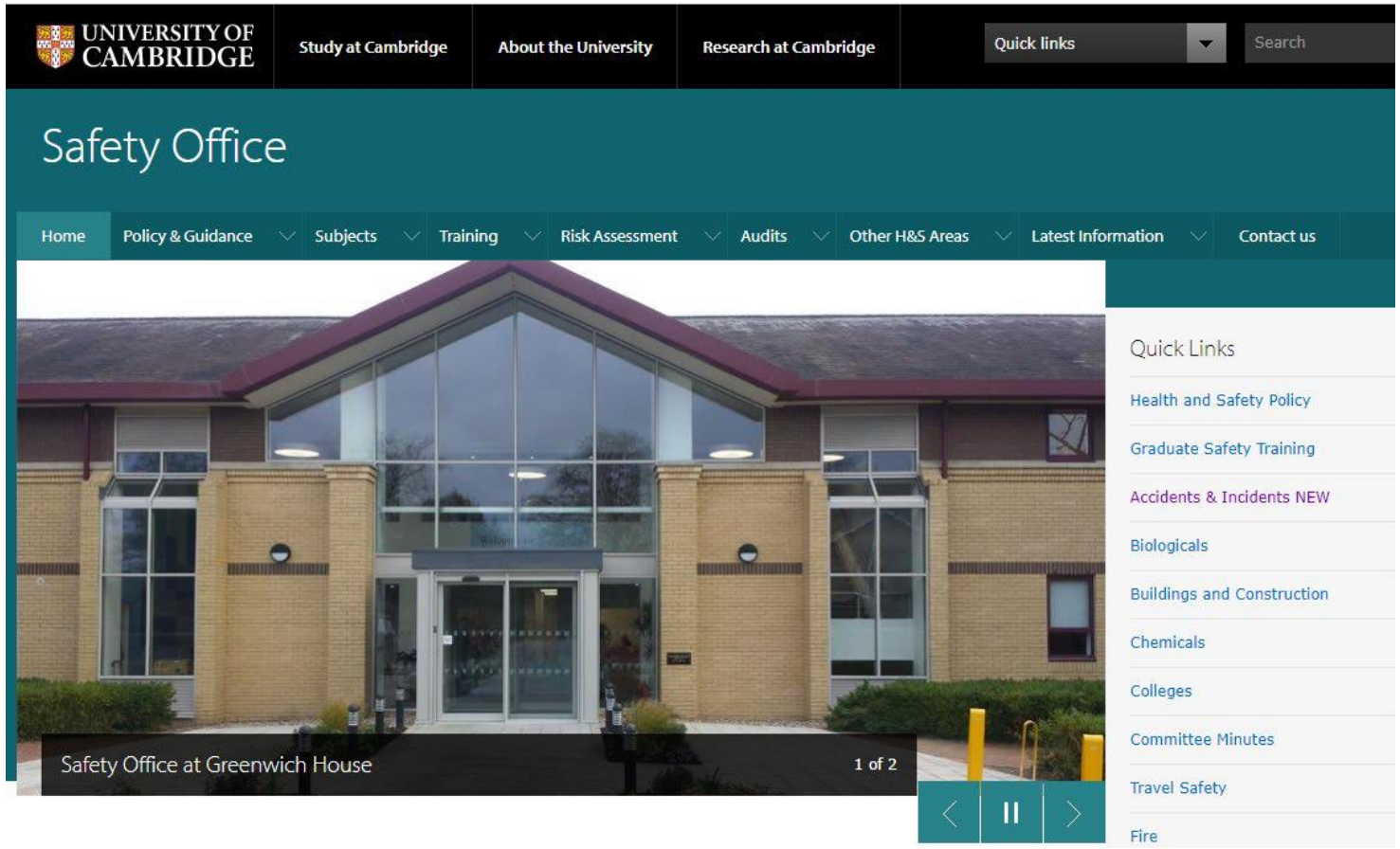

Risk Assessment

- Risks to the health and safety of staff, students, visitors and others who may be affected by the activities of the Department, must be assessed and the measures required to eliminate or minimise those risks identified
- Particular attention given to the risks associated with chemical, biological and physical hazards, lasers, electrical safety, work equipment, pressurised vessels, fire & emergencies, waste disposal, manual handling, display screen equipment, contractors & visitors and lone working
- Chemicals and biological agents are subject to additional assessment to comply with the Control of Substances Hazardous to Health Regulations (COSHH)
- Further assessments will be undertaken for those at enhanced risk e.g. young people, new and expectant mothers, etc. where necessary

Who is responsible for assessing the risks?

- The principle to remember is **“those who create risks must manage them”**. The responsibility for health and safety rests with the ‘employer’, i.e. University of Cambridge/the department, and is delegated to the Head of Department or unit.
- In practice this means whoever is responsible for the work/project/premises, must ensure risk assessments are done by someone who understands it and has enough competence in assessing risks.
- Risk assessment **must always be done when you are planning** an activity or use of new premises, **and before** the proposed work is carried out or the premises are occupied.

Risk Assessment process

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- The risk assessment is produced by the person(s) carrying out, demonstrating or teaching the process or procedure (“the assessor”) and approved by their line manager or supervisor

Risk Assessment process

Risk Matrix		Potential SEVERITY of Harm		
		Slightly Harmful 1	Harmful 2	Extremely Harmful 3
LIKELIHOOD of Harm Occurring	Highly unlikely 1	Trivial 1	Tolerable 2	Moderate 3
	Unlikely 2	Tolerable 2	Moderate 4	Substantial 6
	Likely 3	Moderate 3	Substantial 6	Intolerable 9

Risk Assessment process

- Once you have determined the level of risk, you need to **take appropriate action:**

Risk Level	**Action** (use hierarchy of risk control measures)
High (Intolerable or Substantial)	DO NOT START WORK without good control measures reducing risk level
Medium (Moderate)	Reduce risks further (consider costs)
Low (Tolerable or Trivial)	Do something if there is little or no cost

Personal Protective Equipment (PPE)

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- Personal Protective Equipment (PPE) should be fit for purpose and worn properly

Relevant Links

- OHMC Project Risk assessment repository
- COSH Risk Assessment Database
- Equipment Risk Assessment

Contact us

- OHMC Website
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