

Laboratory Activity Risk Assessment (LARA)

Expe	Experiment / Activity Steps						
Project:			Laboratory:		Supervisor		
No.	. Experiment / Activity		Workable Sequence/Task				
1							



Activity or Experiment-Based Risk Assessment Form ¹					
Project:		Name of Experiment/Activity:			
Location:		Name of Person in-charge:		Name of PI:	
Last Review Date:		Next Review Date:			
		1. Block Flow Diagram o	f Processes Carried C	Dut:	
Note: Inclu check for o	ude all CHEMICAL STRUCTURES, dangerous properties.	from the first precursors you us	e to the final product and	all intermediary	products. This is important to

¹ Use additional sheets if necessary



	2. Hazard Identification			3. Risk Evaluation & Control ²									
No.	Task	Safe upper and lower limits for temperature, pressure, flow etc.	Hazards ³	Possible Consequences⁴	Existing Risk Control (if any)	s	L	R	Addition al / New Risk Control	S	L	R	Action
1													

² Refer to the Risk Assessment Matrix. Any high risk (R > 4) is unacceptable and the activity must not be carried out until risk level is brought to ≤ 4 . ³ A list of hazards is provided below to help you, but this may not be exhaustive. If any of these hazards can be eliminated altogether, or can be reduced at source by making an inherent change then we must consider doing so. Hazards in **bold** will also need an additional, more technical assessment on a specialist form - please the Lab Manager for further advice.

High or low temperatures	High pressures	Chemical hazards	Biological hazards	Genetically Modified	l Organisms
Ionising radiations	Lasers	Sharp objects	Dusts	Work at heights	Animal houses
Magnetic fields	Machinery hazards	Electricity	Manual Handling	Noise	Vibration
Falling objects	Collapsing structures	Flooding	Slips, trips and falls	Asphyxiant gases	Flammable
gases					

⁴ Please explain how an accident, incident or health condition could arise. We must consider all events which are *reasonably foreseeable*. Updated: version 2.0 (21.12.2024)



4. Danger signs			5. Shut down and Make Safe ⁵				
No.	Task	Danger Sign (e.g. smoke, sparks etc.)	Shut down / Make Safe Procedure	Follow up to shut down			

⁵ "Make Safe" is what it takes to shut down a reaction and render it safe for lab personnel. Updated: version 2.0 (21.12.2024)



6. List of Wastes Produced (specify whether wastes are i) acidic, ii) alkaline, iii) halogenated organic, iv) non-halogenated organic, v) oil waste

Important! It is essential to check regularly that control measures specified in this risk assessment document are actually being used in practice. Any specialist emergency or first aid procedures should be specified here. If any Standard Operating Procedure (SOP) is required, please specify it here or attach it to this form. Any specialist training required should also be specified here Is special monitoring (e.g. hearing test, eye test, health surveillance) required? If so, please enter details and also contact the Lab Manager. What personal protective equipment (PPE) is required (e.g. overalls, gloves, respiratory protection, eye protection)? You must ensure that any PPE specified is suitable for the purpose.

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Conducted by: (Name, designation)		Approved by: (Name, designation)	
Signature:		Signature:	
Date:		Date:	
Approved by: (Name, designation)	Sim Chun Siong, Senior Lab Manager	Approved by: (Name, designation)	Prof Alexei Lapkin (SM3) or Prof Epaminondas Mastorakos (Hycombs) *Cambridge Director
Signature:		Signature:	
Date:		Date:	

This assessment should be reviewed regularly (usually every 3 years), or earlier if there is a material change to the process, the equipment, location or relevant safety technologies. It should also be reviewed when new people are involved, or after an accident or incident has taken place.

*Cambridge Director will only approve for his programme and related projects under his purview.

Reviewed by (name)	Signature	Date	Indicate changes here