**DEPARTMENT OF ELECTRONIC AND ELECTRICAL ENGINEERING**

**BASIC COSHH FORM**



**Ensure you have a copy of the latest Manufacturers Safety Data Sheet (MSDS) for the substance, available from the supplier.**

**Completed copies should be emailed to** [**eee-safety@ucl.ac.uk**](mailto:eee-safety@ucl.ac.uk) **and a printed copy kept locally in Red Safety Folder.**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Substance Details and Classification** | | | | | | | | | | | | | | | | | | | | | | |
| **Name of Chemical/Product:** | | | | | | | | | | Click or tap here to enter text. | | | | | | | | | | | | |
| **Manufacturer/Supplier:** | | | | | | | | | | Click or tap here to enter text. | | | | | | | | | | | | |
| **Location of Use:** | | | | | | **Include building and room and any sub areas i.e. fume hoods**  Click or tap here to enter text. | | | | | | | | | | | | | | | | |
| **Used for:** | | | | | | **e.g. cleaning, melting etc**  Click or tap here to enter text. | | | | | | | | | | | | | | | | |
| **How it is used;** | | | | | | **e.g. diluted, with a brush, sprayed etc**  Click or tap here to enter text. | | | | | | | | | | | | | | | | |
| **Amount used per application**  **e.g. 5ml, 50g** | | | | | | Click or tap here to enter text. | | | | **Frequency and duration of each use:**  **e.g. 10mins, 3 times a day** | | | | | | | | | Click or tap here to enter text. | | | |
| **Physical Form** | | | | **Solid** | | | **Liquid** | | **Gas** | | | | **Vapour** | | | **Fume** | | | | | **Dust** | **Aerosol** |
|  | | |  | |  | | | |  | | |  | | | | |  |  |
| **Persons at Risk** | | | | **UG Students** | | | **PhD students** | | **Staff** | | | | **Contractors** | | | **Visitors** | | | | | **Vulnerable People** | |
|  | | |  | |  | | | |  | | |  | | | | |  | |
| |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **A picture containing icon  Description automatically generated** |  | **Toxic** |  |  | **Sensitising** |  |  | **Gas under pressure** | |  |  | **Harmful** |  |  | **Flammable** |  |  | **Dangerous to the Environment** | |  |  | **Corrosive** |  |  | **Explosive** |  |  | **Oxidising** | | | | | | | | | | | | | | | | | | | | | | | |
| **Hazard Phrases:**  **H phrases i.e. H319 Causes serious eye irritation**  **(previously known as R phrases)** | | | | | | | | | | | | Click or tap here to enter text. | | | | | | | | | | |
| **Precautionary/Safety Phrases:**  **P phrases i.e. P210 Keep away from heat/sparks/open flames/hot surfaces, No smoking** | | | | | | | | | | | | Click or tap here to enter text. | | | | | | | | | | |
| **Work place exposure limits if known (WELS):**  **Usually a long term and short term exposure limits in mg/m3** | | | | | | | | | | | | Click or tap here to enter text. | | | | | | | | | | |
| **Control measures** | | | | | | | | | | | | | | | | | | | | | | |
| **Could a less hazardous substance be used for the same outcome?** | | | | | | | | | | | **Yes** | | | | **No** | | | | | | | |
| **PPE**  **Details type and standard required** | | | | | | | | | | | | | | | | | | | | | | |
| **Goggles** | |  | Click or tap here to enter text. | | | | | | | | **Labcoat/Overalls** | | | |  | | Click or tap here to enter text. | | | | | |
| **Gloves** | |  | Click or tap here to enter text. | | | | | | | | **Dustmask** | | | |  | | Click or tap here to enter text. | | | | | |
| **Footwear** | |  | Click or tap here to enter text. | | | | | | | | **Respirator** | | | |  | | Click or tap here to enter text. | | | | | |
| **Repirator** | |  | Click or tap here to enter text. | | | | | | | | **Other** | | | |  | | Click or tap here to enter text. | | | | | |
| **What other controls are required for this substance?**  **e.g. ventilation? Extraction? Restict users? Limit time?** | | | | | | | | | | | Click or tap here to enter text. | | | | | | | | | | | |
| **Is health surveillance monitioring required?** | | | | | | | | | | | **Yes** | | | | **No** | | | | | | | |
|  | | | | | | | | | | |  | | | | | | | | | | | |
| **Routes of Exposure:** | **Inhalation** | | | | | | | **Skin Contact** | | | | | | **Eye Contact** | | | | | | **Ingestion** | | |
|  | | | | | | |  | | | | | |  | | | | | |  | | |
| **First Aid Measures** | | | | | | | | | | | | | | | | | | | | | | |
| **Inhalation** | | Click or tap here to enter text. | | | | | | | | | | | | | | | | | | | | |
| **Skin Contact** | | Click or tap here to enter text. | | | | | | | | | | | | | | | | | | | | |
| **Eye Contact** | | Click or tap here to enter text. | | | | | | | | | | | | | | | | | | | | |
| **Ingestion** | | Click or tap here to enter text. | | | | | | | | | | | | | | | | | | | | |
| **Storage Conditions:** | | **Ventilated? Cabinets? Temperature? Can it not be stored with other substances?**  Click or tap here to enter text. | | | | | | | | | | | | | | | | | | | | |
| **Fire Safety** | | **Appropriate fire extinguisers? Harmful vapours or gases on combustion?**  Click or tap here to enter text. | | | | | | | | | | | | | | | | | | | | |
| **Disposal Considerations** | **Hazardous Waste** | | | | | | | **General Waste** | | | | | | **Effluent Sinks** | | | | | | **Other** | | |
|  | | | | | | |  | | | | | |  | | | | | | Click or tap here to enter text. | | |
| **Name of Assessor:** | | | | | Click or tap here to enter text. | | | | | | | **Date of**  **Assessment:** | | | | | | Click or tap to enter a date. | | | | |
| **Name of Approver:** | | | | | Click or tap here to enter text. | | | | | | | **Signature:** | | | | | |  | | | | |
| **Date of Approval:** | | | | | Click or tap to enter a date. | | | | | | | **Date of Review:** | | | | | | Click or tap to enter a date. | | | | |
| **Overall Hazard rating**  **Use matrix below to work out rating** | | | | | **Low** | | | | | | | **Medium** | | | | | | **High** | | | | |
|  | | | | | | |  | | | | | |  | | | | |
| **Review every 5 years** | | | | | | | **Review every 3 years** | | | | | | **Review every year** | | | | |

**Use the table to complete hazard rating.**

Graphical user interface

Description automatically generated with medium confidenceGraphical user interface

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