

Risk Assessment Matrix

Activity or Experiment-Based Risk Assessment Form					
Department:	ECE	Name of Experiment/Activity:	XL30 SEM and XL30 ESEM		
Location:	E3 04-04	Name of Person in-charge:	Koo Chee Keong	Name of PI:	A/Prof John Thong
Last Review Date:	July 20, 2008	Next Review Date:	July 20, 2011		

1. Hazard Identification				2. Risk Evaluation & Control									
No.	Task	Hazards	Possible Consequences	Existing Risk Control (if any)	S	L	R	Additional / New Risk Control	S	L	R	Action By	Deadline
1	Vent the chamber	No hazard			0	0	0						
2	Place the sample on the sample holder	No hazard			0	0	0						
3	Close the chamber door	Chamber door	User's finger caught by the chamber door	Users are instructed to close the chamber slowly	1	1	1						
4	Turn on the High Voltage	No hazard		All power supplies are in equipment enclosure	0	0	0						
5	Turn off the High Voltage	No hazard		All power supplies are in equipment enclosure	0	0	0						
6	Remove the sample from the sample holder	No hazard			0	0	0						

Conducted by: (Name, designation)	A/Prof John Thong (Lab Supervisor) Koo Chee Keong (PO)	Approved by: (Name, designation)	A/Prof John Thong (Lab Supervisor)
Signature:		Signature:	
Date:	July 20, 2008	Date:	