



## PROJECT RISK ASSESSMENT FORM

Sydney Microscopy & Microanalysis (SMM) requires users of the facility to conduct a risk assessment of their projects prior to commencing work in the centre, in compliance with the University of Sydney Workplace Health & Safety (WHS) program and in accordance with the WorkCover Legislation promoting safe practices in the workplace.

***This form must be completed and signed prior to conducting a new project at the SMM or bringing in new samples***

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### Section A. User Information

Name

FMS login name or Unikey

Email address

### Section B. Project Information

Project title

Primary supervisor

Expected project start date

Expected project end date

What are the risks associated with your samples/ experiments and how could they potentially affect users or equipment ?

Associated academic or research staff at The University of Sydney (if any)

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## Section C. Items brought in to SMM

Are you bringing in any biological materials?

YES  
NO

Do you agree to fix your samples to SMM protocols?

YES  
NO

Does your project involve the use of Genetically Modified Organisms (GMOs)?

YES  
NO

If YES, please provide the IBC reference number

List all the items you are bringing in to the SMM (e.g. specimens, chemicals, special equipment)\*

For each item, identify the correct procedures for:

- Transport (e.g. container)
- Storage at the SMM
- Fixation protocol  
(if applicable)
- Disposal

\* Please ask your research supervisor and SMM technical staff if you are unsure about any of the questions

If available, attach supporting documentation for each of the items, such as:

- MSDS, Instruction manual
- Supplier documentation for experimental (non-commercial) specimens

List any of the items listed above classified as:

- Hazardous substance
  - Dangerous goods
  - Controlled or regulated substance
  - Radioactive
  - Nano-material (< 100nm)
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## Section D. User and research supervisor sign-off

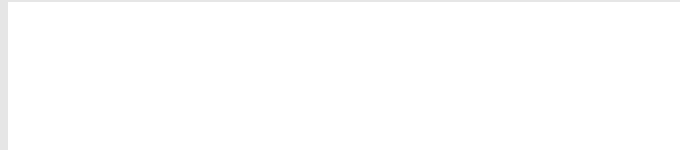
I acknowledge that I have completed this project risk assessment form to the best of my knowledge, and will follow the relevant induction, Workplace Health & Safety (WHS) protocols and Risk Assessment/Safe Work Procedure documentation when working at the Sydney Microscopy & Microanalysis.

### User

Name

Date

Signature



### Supervisor

Name

Date

Signature



I agree to acknowledge the SMM in publications resulting from my work in the centre

YES

"The authors acknowledge the facilities as well as the scientific and technical assistance of the Microscopy Australia (micro.org.au) node at the University of Sydney: Sydney Microscopy & Microanalysis."

Please bring the completed form along with any other supporting documents to the new project meeting

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