

1 Health safety on Hazards & Risks.

Where Hazards and Risks are the two different things that which have lot of difference in between them mostly every individual gets confused among this. The things that which can cause harm is known as Hazard & when it comes to Risk is something that can happen it might be high or low. The process involved in identifying hazards is the event that could give rise to illness or injury for example (using computers for long time, improper chair adjustment, Office Ergonomics).

2 Identification of hazards.

2.1 Considering types of hazards in the office.

Electrical hazards such as damaged electrical cords, sockets and switches or excess heating and over loaded switches may leads to or cause to electrical shock and fire across the building.

Chemical hazards such as wrong usage of liquids, gases, dusts and paints may create the cause of atmosphere vapour pressure that may create Respiratory disease like asthma and emphysema.

Tripping hazards such as placing objects and things in the walkway would common cause to slips and trips, change of fallen around the stairs and in the kitchen and could also leads messy around the workplace.

Computers hazards working on computer for long time may leads to muscle problem, headache, and vision problem and could lead to mental illness, stress and radiation problem.

Data hazards this can occurs when the changes made in pipeline like rewriting the administrative access to everyone in the organization that may leads to data theft and the phishing on the organization domain.

3 Risk control:

This risk control process will involve in developing and implementing the risk control factors. To reduce the Hazards and Risks 6 control measures where implemented.

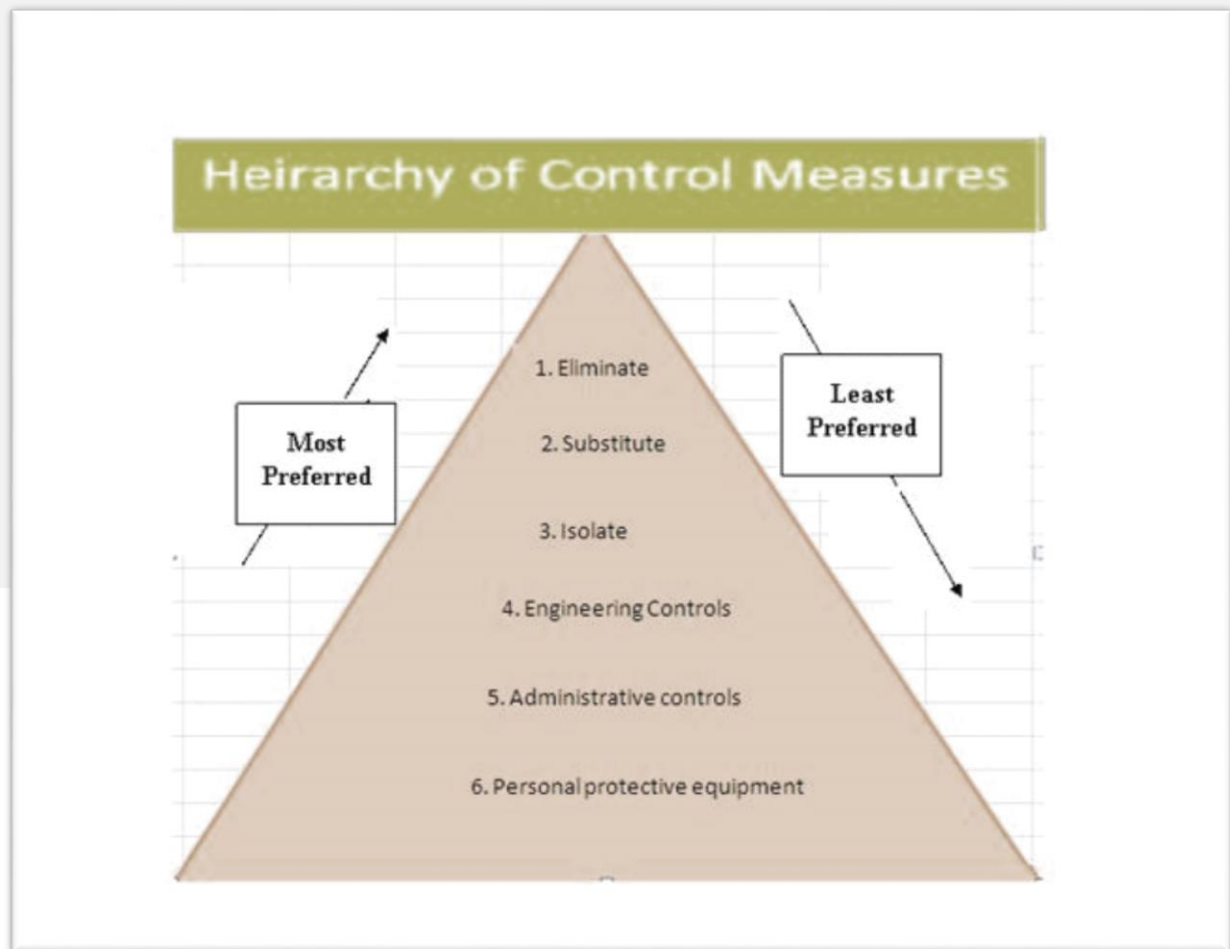


Figure 1: Control Measures.

Source: Health and Safety Authority, 10 Hogan Place, Dublin 2.

3.1 Use of personal protective equipment:

Personal protective equipment (PPE) are the things like gloves, masks, work wears and so on that which are designed to reduce the exposure of Hazards. PPE is the last stage of defence along with the other safety measures along with the remaining control measures.

3.2 Use of administrative controls:

Administrative controls includes settings the standard operation principles and also providing proper training to the employees. Proper instruction to the employees to reduce the hazards and risks.

3.3 Use of engineering controls:

Engineering controls are like redesigning the equipment or placing a barriers in between the person(s) and hazards and removing the Hazard from the work location.

3.4 Isolate the hazard:

Isolation of hazards is accomplished by eliminating the hazards by restricting the access to that particular area in the plant by setting the strict controls on the issue and location.

3.5 Substitute the hazards with lower risks:

Substituting the hazards will not remove all the problems associated with it but the overall damage and the risks will reduced and the causes of health effects will be monitored.

3.6 Elimination of hazards:

Elimination of hazards and risks cannot be possible all the time, but the total removal of hazards will be possible and with this the exposure of the risks will be reduced.