

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0001	15-04-17	A01	University Stadium	University Stadium	Participating in sports / athletic activities	- Obstacles in halls and stadium area - Lack of warming up - Contact with sports equipment - Collision with other players - Incorrect sports gear - Wearing jewelry - Trailing cables/ wires - Uneven surface - Muscular injury through excessive stains - Burns from turf - Dehydration from hot and humid conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		C	4	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management	Rules to be in place to ensure: - Participants should wear appropriate clothing and footwear, remove jewelry and tie back long hair - Sports area should be free from obstacles - Participants should be made aware of any potential specific hazards (slipping, tripping) or uneven surfaces - Area should be inspected prior to start of sport activities - Safety messages and game rules should be reinforced through signs and verbal discussions - Address any potentially dangerous behavior - Use appropriate equipment - Games/activities should be controlled by qualified staff - Games / activities to be played in designated areas only - Suitable warm ups and activities to be delivered by qualified coaches	C	2	Low		
PL-ES-006-RA-0002	15-04-17	A01	University Stadium	University Stadium	Using / moving sports equipment	- Equipment not suitable for use - Damaged or broken equipment - Equipment not maintained to an acceptable standard - Manual handling injuries from lifting, pushing and pulling of equipment	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		C	3	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 12-Hazard, Near Miss and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Regular checks on sports equipment - Regular maintenance of equipment - Training and induction on equipment usage - Remove and replace damaged equipment - Moving of equipment only by authorized and trained staff	C	2	Low		
PL-ES-006-RA-0003	15-04-17	A01	University Stadium	University Stadium	Psychosocial factors in competitive sports	- Aggression between participants; - Violence - Stress - Bullying and harassment	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		B	3	Low	QU HSEMS Part 2-HSE Policy	Rules to be in place to ensure: - Management of any violation / aggressive incidents - Referees for competitive activities - Promotion of fair play - Promotion of diversity and inclusion - Statement of Expectations - Discipline any potentially dangerous behavior	B	2	Negligible		
PL-ES-006-RA-0004	15-04-17	A01	University Stadium	University Stadium	Sports activities at height	- Lack of participant competency/training - Sports equipment not inspected/maintained - Lack of/inappropriate fall protection - Unrestricted access - Poor management of equipment	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.		D	2	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 12-Hazard, Near Miss and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Specific risk assessments performed for high risk sports - Restrict lone partaking in at height activities - Fall protection through impact absorbing materials (e.g. gym mats) - Restricted access	D	1	Moderate		

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PL-ES-006-RA-0005	15-04-17	A01	University Stadium	University Stadium	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible		
PL-ES-006-RA-0006	15-04-17	A01	University Stadium	University Stadium	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low		
PL-ES-006-RA-0007	15-04-17	A01	University Stadium	University Stadium	Moving and arranging furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolleys and other lifting aids • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU Technical Guideline 7- Office and Classroom Safety	• Work station ergonomic assessments • Risk assessment • Staff training	B	2	Negligible		
PL-ES-006-RA-0008	15-04-17	A01	University Stadium	University Stadium	Receipt of supplies	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolley to move supplies • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 07- Office and Classroom Safety	• Risk assessment • Ordering appropriate quantities of supplies as required	B	2	Negligible		

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PL-ES-006-RA-0009	15-04-17	A01	University Stadium	University Stadium	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low		
PL-ES-006-RA-0010	15-04-17	A01	University Stadium	University Stadium	Accessing the stadium	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible		
PL-ES-006-RA-0011	15-04-17	A01	University Stadium	University Stadium	Use of kitchen facilities and cleaning	• Poor housekeeping • Burns from boiling water • Cuts from kitchen cutlery • Liquid spills • Electrocution/electric shock from electrical appliances • Kitchen fire • Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• Kitchen facilities are included in scheduled office workplace inspections • Fire extinguisher • First aid kit • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and	• Place boiling water appliances at working height • Non-drip taps on boiling water appliances • Testing and tagging of electrical equipment • Trained first aider • Floor warden • Staff training and induction that includes local emergency procedures • Clean up kitchen spills immediately • MSDS for cleaning chemicals • PPE (e.g. hand gloves for handling chemicals)	C	2	Low		

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												Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG01- Chemical Safety						
PL-ES-006-RA-0012	15-04-17	A01	University Stadium	University Stadium	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper • Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • First aid kits • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Audi and Medical Emergency Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Risk assessment • Purchase and use of suitable equipment • Vary tasks • Use automated/motorized equipment for large volumes of work	B	2	Negligible		
PL-ES-006-RA-0013	15-04-17	A01	University Stadium	University Stadium	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible		
PL-ES-006-RA-0014	15-04-17	A01	University Stadium	University Stadium	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible		

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PL-ES-006-RA-0015	15-04-17	A01	University Stadium	University Stadium	Travel Abroad (e.g. sports tournaments)	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0016	15-04-17	A01	University Stadium	University Stadium	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Work zone Traffic Management Guide (2013)Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		
PL-ES-006-RA-0017	15-04-17	A01	University Stadium	University Stadium	Infectious Diseases	• First aid activities • Infectious wastes • Pandemic influenza • Field workers going to areas that require immunization or that have particular disease risk • Laboratory workers handling blood or blood fluid products • Cleaners, security and housekeeping staff contracted used sharps • Staff with infectious diseases working in kitchen / cafeteria • Clinic and laboratory staff handling blood or body fluids • Clinic staff attending to a patient with an infectious / contagious disease • Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02-Biological Safety • QU SP 04- Hazardous Waste Disposal	• Risk Assessments • Immunization programs • Staff area training and induction • Standard precautions • First aid Training • PPE (e.g. mask) • Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		

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PL-ES-006-RA-0018	15-04-17	A01	University Stadium	University Stadium	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate		
PL-ES-006-RA-0019	15-04-17	A01	University Stadium	University Stadium	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0020	15-04-17	A01	University Stadium	University Stadium	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

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PL-ES-006-RA-0021	15-04-17	A01	University Stadium	University Stadium	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0022	15-04-17	A01	University Stadium	University Stadium	Catering / Food Services	• Slips and trips • Contact with steam, hot water, hot oil and hot surfaces • Knives / Sharps • Food handling / contamination could lead to food poisoning • Gas appliances	Potential FAI / LTI / MTI / Fire / Explosion / Workers Compensation Claim, Raised WC Premiums.	Law No. 8 of 1990 on Food Control Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part8-Emergency Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU SOP 02-Electrical Safety • QU SOP 03-Compressed Gas Cylinders	• Catering / food service contracts to address: ◦ Caterers / food suppliers develop food safety management program ◦ Food safety training for catering staff ◦ Good housekeeping practices ◦ Spills cleaned up immediately ◦ HSE training for catering staff ◦ Daily checks of gas appliances • Emergency shutoff button for gas system • First aid kits and first aiders • Fire extinguishers and fire blankets • PPE	C	2	Low		
PL-ES-006-RA-0023	15-04-17	A01	University Stadium	University Stadium	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: ◦ ladders ◦ scaffold ◦ elevated work platform ◦ harnesses and lanyards ◦ anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: ◦ handrails and barriers ◦ elevated work platforms ◦ scaffolding ◦ fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate		

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PL-ES-006-RA-0024	15-04-17	A01	University Stadium	University Stadium	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low		
PL-ES-006-RA-0025	15-04-17	A01	University Stadium	University Stadium	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate		

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PL-ES-006-RA-0026	15-04-17	A01	University Stadium	University Stadium	Manual Handling	- Hazardous manual handling tasks/activities that include the following characteristics: - repetitive or sustained application of force - repetitive or sustained awkward posture - repetitive or sustained movement - application of high force - exposure to sustained vibration - handling of a person or an animal - handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 05-Office and Classroom Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Office Ergonomics guidelines - Manual handling training - Workstation Ergonomic Assessment Training - Manual handling risk assessments - Mechanical aids and lifting devices: - trolleys - forklifts - pedestrian stackers and walkers - platform ladders - hoists - Work station risk assessments (Keyboard and Work Station Checklists) - Repurchase checklists - Internal ergonomic and manual handling expert - Induction Compliance Checklist	B	2	Negligible		
PL-ES-006-RA-0027	15-04-17	A01	University Stadium	University Stadium	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible		
PL-ES-006-RA-0028	15-04-17	A01	University Stadium	University Stadium	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0029	15-04-17	A01	University Stadium	University Stadium	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible		
PL-ES-006-RA-0030	15-04-17	A01	University Stadium	University Stadium	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate		
PL-ES-006-RA-0031	15-04-17	A01	University Stadium	University Stadium	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0032	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Participating in sports / athletic activities	- Obstacles in halls and courts area - Lack of warming up - Contact with sports equipment - Collision with other players - Incorrect sports gear - Wearing jewelry - Trailing cables/ wires - Uneven surface - Muscular injury through excessive stains - Dehydration from hot and humid conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		C	4	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management	Rules to be in place to ensure: - Participants should wear appropriate clothing and footwear, remove jewelry and tie back long hair - Sports area should be free from obstacles - Participants should be made aware of any potential specific hazards (slipping, tripping) or uneven surfaces - Area should be inspected prior to start of sport activities - Safety messages and game rules should be reinforced through signs and verbal discussions - Address any potentially dangerous behavior - Use appropriate equipment - Games/activities should be controlled by qualified staff - Games / activities to be played in designated areas only - Suitable warm ups and activities to be delivered by qualified coaches	C	2	Low		
PL-ES-006-RA-0033	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Using / moving sports equipment	- Equipment not suitable for use - Damaged or broken equipment - Equipment not maintained to an acceptable standard - Manual handling injuries from lifting, pushing and pulling of equipment	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		C	3	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Regular checks on sports equipment - Regular maintenance of equipment - Training and induction on equipment usage - Remove and replace damaged equipment - Moving of equipment only by authorized and trained staff	C	2	Low		
PL-ES-006-RA-0034	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Psychosocial factors in competitive sports	- Aggression between participants; - Violence - Stress - Bullying and harassment	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		B	3	Low	QU HSEMS Part 2- HSE Policy	Rules to be in place to ensure: - Management of any violation / aggressive incidents - Referees for competitive activities - Promotion of fair play - Promotion of diversity and inclusion - Statement of Expectations - Discipline any potentially dangerous behavior	B	2	Negligible		
PL-ES-006-RA-0035	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Sports activities at height	- Lack of participant competency/training - Sports equipment not inspected/maintained - Lack of/inappropriate fall protection - Unrestricted access - Poor management of equipment	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.		D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Specific risk assessments performed for high risk sports - Restrict lone partaking in at height activities - Fall protection through impact absorbing materials (e.g. fall matts) - Restricted access	D	1	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0036	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible		
PL-ES-006-RA-0037	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low		
PL-ES-006-RA-0038	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Moving and arranging furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolleys and other lifting aids • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU Technical Guideline 7- Office and Classroom Safety	• Work station ergonomic assessments • Risk assessment • Staff training	B	2	Negligible		
PL-ES-006-RA-0039	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Receipt of supplies	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolley to move supplies • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 07- Office and Classroom Safety	• Risk assessment • Ordering appropriate quantities of supplies as required	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0040	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low		
PL-ES-006-RA-0041	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Accessing the pavilion	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible		
PL-ES-006-RA-0042	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Use of kitchen facilities and cleaning	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG01- Chemical Safety						
PL-ES-006-RA-0043	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper • Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • First aid kits • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Audi and Medical Emergency Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Risk assessment • Purchase and use of suitable equipment • Vary tasks • Use automated/motorized equipment for large volumes of work	B	2	Negligible		
PL-ES-006-RA-0044	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible		
PL-ES-006-RA-0045	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0046	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Travel Abroad (e.g. sports tournaments)	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. - Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0047	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		
PL-ES-006-RA-0048	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU HSEMS Part 8.1-First Aid and Medical Emergency Plan - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0049	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU TG 07-Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate		
PL-ES-006-RA-0050	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 3-Roles and Responsibilities - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 14-Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0051	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0052	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Driving	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0053	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate		
PL-ES-006-RA-0054	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0055	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments o Risk assessment prior to work on electrical installation o Risk assessment prior to work on energized electrical equipment	E	1	Moderate		
PL-ES-006-RA-0056	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: o repetitive or sustained application of force o repetitive or sustained awkward posture o repetitive or sustained movement o application of high force o exposure to sustained vibration o handling of a person or an animal o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: o trolleys o forklifts o pedestrian stackers and walkers o platform ladders o hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0057	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible		
PL-ES-006-RA-0058	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0059	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible		
PL-ES-006-RA-0060	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate		
PL-ES-006-RA-0061	15-04-17	A02	Main Court Pavilion	Main Court Pavilion	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0062	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Participating in sports / athletic activities	• Obstacles in halls and pavilion area • Lack of warming up • Contact with sports equipment • Collision with other players • Incorrect sports gear • Wearing jewelry • Trailing cables/ wires • Uneven surface • Muscular injury through excessive stains • Burns from turf • Dehydration from hot and humid conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		C	4	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	Rules to be in place to ensure: • Participants should wear appropriate clothing and footwear, remove jewelry and tie back long hair • Sports area should be free from obstacles • Participants should be made aware of any potential specific hazards (slipping, tripping) or uneven surfaces • Area should be inspected prior to start of sport activities • Safety messages and game rules should be reinforced through signs and verbal discussions • Address any potentially dangerous behavior • Use appropriate equipment • Games/activities should be controlled by qualified staff • Games / activities to be played in designated areas only • Suitable warm ups and activities to be delivered by qualified coaches	C	2	Low		
PL-ES-006-RA-0063	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Using / moving sports equipment	• Equipment not suitable for use • Damaged or broken equipment • Equipment not maintained to an acceptable standard • Manual handling injuries from lifting, pushing and pulling of equipment	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		C	3	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Regular checks on sports equipment • Regular maintenance of equipment • Training and induction on equipment usage • Remove and replace damaged equipment • Moving of equipment only by authorized and trained staff	C	2	Low		
PL-ES-006-RA-0064	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Psychosocial factors in competitive sports	• Aggression between participants; • Violence • Stress • Bullying and harassment	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		B	3	Low	• QU HSEMS Part 2- HSE Policy	Rules to be in place to ensure: • Management of any violation / aggressive incidents • Referees for competitive activities • Promotion of fair play • Promotion of diversity and inclusion • Statement of Expectations • Discipline any potentially dangerous behavior	B	2	Negligible		
PL-ES-006-RA-0065	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0066	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low		
PL-ES-006-RA-0067	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Moving and arranging furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible		
PL-ES-006-RA-0068	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Receipt of supplies	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0069	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low		
PL-ES-006-RA-0070	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Accessing the pavilion	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible		
PL-ES-006-RA-0071	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Use of kitchen facilities and cleaning	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG01- Chemical Safety						
PL-ES-006-RA-0072	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper • Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • First aid kits • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Audi and Medical Emergency Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Risk assessment • Purchase and use of suitable equipment • Vary tasks • Use automated/motorized equipment for large volumes of work	B	2	Negligible		
PL-ES-006-RA-0073	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible		
PL-ES-006-RA-0074	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0075	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Travel Abroad (e.g. sports tournaments)	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0076	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		
PL-ES-006-RA-0077	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Infectious Diseases	• First aid activities • Infectious wastes • Pandemic influenza • Field workers going to areas that require immunization or that have particular disease risk • Laboratory workers handling blood or blood fluid products • Cleaners, security and housekeeping staff contracted used sharps • Staff with infectious diseases working in kitchen / cafeteria • Clinic and laboratory staff handling blood or body fluids • Clinic staff attending to a patient with an infectious / contagious disease • Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part8.1-First Aid and Medical Emergency Plan • QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU TG 02-Biological Safety • QU SP 04- Hazardous Waste Disposal	• Risk Assessments • Immunization programs • Staff area training and induction • Standard precautions • First aid Training • PPE (e.g. mask) • Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0078	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate		
PL-ES-006-RA-0079	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0080	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0081	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Driving	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0082	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate		
PL-ES-006-RA-0083	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0084	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Electrical	• Use of faulty equipment/appliances• Use of uncertified electrical equipment/appliances• Incorrect and/or faulty electrical installation• Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & StandardsQatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs• Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training• Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments o Risk assessment prior to work on electrical installation o Risk assessment prior to work on energized electrical equipment	E	1	Moderate		
PL-ES-006-RA-0085	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: o repetitive or sustained application of force o repetitive or sustained awkward posture o repetitive or sustained movement o application of high force o exposure to sustained vibration o handling of a person or an animal o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: o trolleys o forklifts o pedestrian stackers and walkers o platform ladders o hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0086	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible		
PL-ES-006-RA-0087	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0088	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible		
PL-ES-006-RA-0089	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate		
PL-ES-006-RA-0090	15-04-17	A03	Tennis Court Pavilion	Tennis Court Pavilion	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0091	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Swimming / Pool Activities	• Inadequate/loss of Communication • Unexpected events/emergencies • Lone swimming • Diving in pools • Swimming skills • Equipment failure • Medical emergency while in water (heart attack or asthma attack) • Slipping on pool edges • Panic / non-swimmers	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		D	3	Significant	• Swimming pool instructions posted • Presence of lifeguard • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	Rules to be in place to ensure: • No running around pool area • No horse playing in the pool Equipment and design: • Appropriate swimming safety equipment provided (e.g. floats, etc.) • Ensure suitable non-slip material around pool edges	D	1	Moderate		
PL-ES-006-RA-0092	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Using / moving sports equipment	• Equipment not suitable for use • Damaged or broken equipment • Equipment not maintained to an acceptable standard • Manual handling injuries from lifting, pushing and pulling of equipment	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		C	3	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Regular checks on sports equipment • Regular maintenance of equipment • Training and induction on equipment usage • Remove and replace damaged equipment	C	2	Low		
PL-ES-006-RA-0093	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Psychosocial factors in competitive sports	• Aggression between participants; • Violence • Stress • Bullying and harassment	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		B	3	Low	• QU HSEMS Part 2- HSE Policy	Rules to be in place to ensure: • Management of any violation / aggressive incidents • Referees for competitive activities • Promotion of fair play • Promotion of diversity and inclusion • Statement of Expectations • Moving of equipment only by authorized and trained staff • Discipline any potentially dangerous behavior	B	2	Negligible		
PL-ES-006-RA-0094	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Jumping from Heights	• Lack of swimmer competency/training • Diving board not inspected/maintained • Lack of/inappropriate fall protection • Unrestricted access • Poor management of equipment	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.		D	2	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Restrict use of diving board without supervision • Accidental fall protection through handrails and barriers • Restricted access and entry points	D	1	Moderate		
PL-ES-006-RA-0095	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0096	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - o frequently used items difficult to access - o heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low		
PL-ES-006-RA-0097	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Moving and arranging furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible		
PL-ES-006-RA-0098	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Receipt of supplies	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0099	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low		
PL-ES-006-RA-0100	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Accessing the stadium	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible		
PL-ES-006-RA-0101	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Use of kitchen facilities and cleaning	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG01- Chemical Safety						
PL-ES-006-RA-0102	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Use of office equipment such as:• staplers, hole punch• photocopiers• fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper• Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy• First aid kits • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Audi and Medical Emergency Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Risk assessment• Purchase and use of suitable equipment• Vary tasks• Use automated/motorized equipment for large volumes of work	B	2	Negligible		
PL-ES-006-RA-0103	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible		
PL-ES-006-RA-0104	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0105	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Travel Abroad (e.g. swimming tournaments)	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0106	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		
PL-ES-006-RA-0107	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Infectious Diseases	• First aid activities • Infectious wastes • Pandemic influenza • Field workers going to areas that require immunization or that have particular disease risk • Laboratory workers handling blood or blood fluid products • Cleaners, security and housekeeping staff contracted used sharps • Staff with infectious diseases working in kitchen / cafeteria • Clinic and laboratory staff handling blood or body fluids • Clinic staff attending to a patient with an infectious / contagious disease • Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part8.1-First Aid and Medical Emergency Plan • QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU TG 02-Biological Safety • QU SP 04- Hazardous Waste Disposal	• Risk Assessments • Immunization programs • Staff area training and induction • Standard precautions • First aid Training • PPE (e.g. mask) • Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0108	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU TG 07-Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate		
PL-ES-006-RA-0109	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 3-Roles and Responsibilities - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 14-Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0110	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0111	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Driving	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0112	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate		
PL-ES-006-RA-0113	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0114	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments o Risk assessment prior to work on electrical installation o Risk assessment prior to work on energized electrical equipment	E	1	Moderate		
PL-ES-006-RA-0115	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: o repetitive or sustained application of force o repetitive or sustained awkward posture o repetitive or sustained movement o application of high force o exposure to sustained vibration o handling of a person or an animal o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines• Manual handling training• Workstation Ergonomic Assessment Training• Manual handling risk assessments• Mechanical aids and lifting devices: o trolleys o forklifts o pedestrian stackers and walkers o platform ladders o hoists• Work station risk assessments (Keyboard and Work Station Checklists)• Repurchase checklists• Internal ergonomic and manual handling expert• Induction Compliance Checklist	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0116	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible		
PL-ES-006-RA-0117	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0118	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible		
PL-ES-006-RA-0119	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate		
PL-ES-006-RA-0120	15-04-17	A04	Swimming Pool Pavilion	Swimming Pool Pavilion	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0121	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0122	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0123	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0124	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0125	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0126	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Accessing the office	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0127	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0128	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0129	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0130	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-0131	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0132	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0133	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0134	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0135	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0136	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0137	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0138	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0139	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments o Risk assessment prior to work on electrical installation o Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-0140	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: o repetitive or sustained application of force o repetitive or sustained awkward posture o repetitive or sustained movement o application of high force o exposure to sustained vibration o handling of a person or an animal o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines• Manual handling training• Workstation Ergonomic Assessment Training• Manual handling risk assessments• Mechanical aids and lifting devices: o trolleys o forklifts o pedestrian stackers and walkers o platform ladders o hoists• Work station risk assessments (Keyboard and Work Station Checklists)• Repurchase checklists• Internal ergonomic and manual handling expert• Induction Compliance Checklist	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0141	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0142	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0143	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0144	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0145	15-04-17	A05	Administrative Affairs Building	Administrative Affairs Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0146	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0147	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0148	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0149	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0150	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0151	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0152	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0153	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0154	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0155	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-0156	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0157	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0158	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0159	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0160	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0161	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0162	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0163	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0164	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments - o Risk assessment prior to work on electrical installation - o Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-0165	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: - o repetitive or sustained application of force - o repetitive or sustained awkward posture - o repetitive or sustained movement - o application of high force - o exposure to sustained vibration - o handling of a person or an animal - o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: - o trolleys - o forklifts - o pedestrian stackers and walkers - o platform ladders - o hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0166	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0167	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0168	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0169	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0170	15-04-17	A06	Men's Foundatio n Building	Men's Foundation Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0171	15-04-17	B01	University Administr ation Building	University Administration Building	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0172	15-04-17	B01	University Administr ation Building	University Administration Building	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0173	15-04-17	B01	University Administr ation Building	University Administration Building	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolleys and other lifting aids • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU Technical Guideline 7- Office and Classroom Safety	• Work station ergonomic assessments • Risk assessment • Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0174	15-04-17	B01	University Administr ation Building	University Administration Building	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolley to move supplies • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 07- Office and Classroom Safety	• Risk assessment • Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0175	15-04-17	B01	University Administr ation Building	University Administration Building	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0176	15-04-17	B01	University Administr ation Building	University Administration Building	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0177	15-04-17	B01	University Administr ation Building	University Administration Building	Use of kitchen facilities	• Poor housekeeping • Burns from boiling water • Cuts from kitchen cutlery • Liquid spills • Electrocution/electric shock from electrical appliances • Kitchen fire • Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• Kitchen facilities are included in scheduled office workplace inspections • Fire extinguisher • First aid kit • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	• Place boiling water appliances at working height • Non-drip taps on boiling water appliances • Testing and tagging of electrical equipment • Trained first aider • Floor warden • Staff training and induction that includes local emergency procedures • Clean up kitchen spills immediately • MSDS for cleaning chemicals • PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG01- Chemical Safety						
PL-ES-006-RA-0178	15-04-17	B01	University Administration Building	University Administration Building	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper • Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • First aid kits • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Audi and Medical Emergency Plan • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Risk assessment • Purchase and use of suitable equipment • Vary tasks • Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0179	15-04-17	B01	University Administration Building	University Administration Building	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0180	15-04-17	B01	University Administration Building	University Administration Building	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0181	15-04-17	B01	University Administr ation Building	University Administration Building	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0182	15-04-17	B01	University Administr ation Building	University Administration Building	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		
PL-ES-006-RA-0183	15-04-17	B01	University Administr ation Building	University Administration Building	Infectious Diseases	• First aid activities • Infectious wastes • Pandemic influenza • Field workers going to areas that require immunization or that have particular disease risk • Laboratory workers handling blood or blood fluid products • Cleaners, security and housekeeping staff contracted used sharps • Staff with infectious diseases working in kitchen / cafeteria • Clinic and laboratory staff handling blood or body fluids • Clinic staff attending to a patient with an infectious / contagious disease • Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part8.1-First Aid and Medical Emergency Plan • QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU TG 02-Biological Safety • QU SP 04- Hazardous Waste Disposal	• Risk Assessments • Immunization programs • Staff area training and induction • Standard precautions • First aid Training • PPE (e.g. mask) • Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0184	15-04-17	B01	University Administr ation Building	University Administration Building	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0185	15-04-17	B01	University Administr ation Building	University Administration Building	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		
PL-ES-006-RA-0186	15-04-17	B01	University Administr ation Building	University Administration Building	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0187	15-04-17	B01	University Administr ation Building	University Administration Building	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0188	15-04-17	B01	University Administr ation Building	University Administration Building	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-0189	15-04-17	B01	University Administr ation Building	University Administration Building	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0190	15-04-17	B01	University Administr ation Building	University Administration Building	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0191	15-04-17	B01	University Administr ation Building	University Administration Building	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0192	15-04-17	B01	University Administr ation Building	University Administration Building	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0193	15-04-17	B01	University Administr ation Building	University Administration Building	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0194	15-04-17	B01	University Administr ation Building	University Administration Building	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0195	15-04-17	B01	University Administr ation Building	University Administration Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0196	15-04-17	B02	Men's Activity Center	Men's Activity Center	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to:• inappropriate work station layout and design• unsuitable computer based equipment and/or office furniture• long periods of data entry without breaks• Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0197	15-04-17	B02	Men's Activity Center	Men's Activity Center	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0198	15-04-17	B02	Men's Activity Center	Men's Activity Center	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0199	15-04-17	B02	Men's Activity Center	Men's Activity Center	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0200	15-04-17	B02	Men's Activity Center	Men's Activity Center	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0201	15-04-17	B02	Men's Activity Center	Men's Activity Center	Accessing the office	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0202	15-04-17	B02	Men's Activity Center	Men's Activity Center	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0203	15-04-17	B02	Men's Activity Center	Men's Activity Center	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0204	15-04-17	B02	Men's Activity Center	Men's Activity Center	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0205	15-04-17	B02	Men's Activity Center	Men's Activity Center	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-0206	15-04-17	B03	ITS	ITS	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0207	15-04-17	B03	ITS	ITS	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0208	15-04-17	B03	ITS	ITS	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0209	15-04-17	B03	ITS	ITS	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7-	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Contractor Management • QU TG 07- Office and Classroom Safety						
PL-ES-006-RA-0210	15-04-17	B03	ITS	ITS	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0211	15-04-17	B03	ITS	ITS	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0212	15-04-17	B03	ITS	ITS	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0213	15-04-17	B03	ITS	ITS	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0214	15-04-17	B03	ITS	ITS	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0215	15-04-17	B03	ITS	ITS	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0216	15-04-17	B04	College of Education	College of Education	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0217	15-04-17	B04	College of Education	College of Education	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0218	15-04-17	B04	College of Education	College of Education	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0219	15-04-17	B04	College of Education	College of Education	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0220	15-04-17	B04	College of Education	College of Education	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0221	15-04-17	B04	College of Education	College of Education	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0222	15-04-17	B04	College of Education	College of Education	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0223	15-04-17	B04	College of Education	College of Education	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0224	15-04-17	B04	College of Education	College of Education	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0225	15-04-17	B04	College of Education	College of Education	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0226	15-04-17	B04	College of Education	College of Education	Travel Abroad	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. - Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0227	15-04-17	B04	College of Education	College of Education	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0228	15-04-17	B04	College of Education	College of Education	Infectious Diseases	• First aid activities • Infectious wastes • Pandemic influenza • Field workers going to areas that require immunization or that have particular disease risk • Laboratory workers handling blood or blood fluid products • Cleaners, security and housekeeping staff contracted used sharps • Staff with infectious diseases working in kitchen / cafeteria • Clinic and laboratory staff handling blood or body fluids • Clinic staff attending to a patient with an infectious / contagious disease • Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02-Biological Safety • QU SP 04- Hazardous Waste Disposal	• Risk Assessments • Immunization programs • Staff area training and induction • Standard precautions • First aid Training • PPE (e.g. mask) • Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0229	15-04-17	B04	College of Education	College of Education	Students, Visitors and General Public	• Unfamiliar with University procedures: o occupational, health and safety o environmental • Activities that adversely impact on the University environment and/or staff • Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• Security guards at gates/buildings • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 3- Roles and Responsibilities • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 14- Audit and Inspection	• Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0230	15-04-17	B04	College of Education	College of Education	After Hours on Campus	• Working Alone • Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	• Security guards at gates/buildings • Security patrols at regular intervals • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	• Restricted access to University buildings and property • Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0231	15-04-17	B04	College of Education	College of Education	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0232	15-04-17	B04	College of Education	College of Education	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0233	15-04-17	B04	College of Education	College of Education	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part 8.1-First Aid and Medical Emergency Plan • QU HSEMS Part 8.2-Fire safety and Response Plan • QU HSEMS Part 11-Hazard, Near Miss, and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0234	15-04-17	B04	College of Education	College of Education	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-0235	15-04-17	B04	College of Education	College of Education	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0236	15-04-17	B04	College of Education	College of Education	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0237	15-04-17	B04	College of Education	College of Education	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0238	15-04-17	B04	College of Education	College of Education	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0239	15-04-17	B04	College of Education	College of Education	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0240	15-04-17	B04	College of Education	College of Education	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0241	15-04-17	B05	Main Men's Building	Main Men's Building	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	Department Head	
PL-ES-006-RA-0242	15-04-17	B05	Main Men's Building	Main Men's Building	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	Department Head	
PL-ES-006-RA-0243	15-04-17	B05	Main Men's Building	Main Men's Building	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	Department Head	
PL-ES-006-RA-0244	15-04-17	B05	Main Men's Building	Main Men's Building	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0245	15-04-17	B05	Main Men's Building	Main Men's Building	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	Department Head	
PL-ES-006-RA-0246	15-04-17	B05	Main Men's Building	Main Men's Building	Accessing the office	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0247	15-04-17	B05	Main Men's Building	Main Men's Building	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	Department Head	
PL-ES-006-RA-0248	15-04-17	B05	Main Men's Building	Main Men's Building	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	Department Head	
PL-ES-006-RA-0249	15-04-17	B05	Main Men's Building	Main Men's Building	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	Department Head	
PL-ES-006-RA-0250	15-04-17	B05	Main Men's Building	Main Men's Building	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-0251	15-04-17	B05	Main Men's Building	Main Men's Building	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0252	15-04-17	B05	Main Men's Building	Main Men's Building	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0253	15-04-17	B05	Main Men's Building	Main Men's Building	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0254	15-04-17	B05	Main Men's Building	Main Men's Building	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0255	15-04-17	B05	Main Men's Building	Main Men's Building	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0256	15-04-17	B05	Main Men's Building	Main Men's Building	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0257	15-04-17	B05	Main Men's Building	Main Men's Building	Catering / Food Services	• Slips and trips • Contact with steam, hot water, hot oil and hot surfaces • Knives / Sharps • Food handling / contamination could lead to food poisoning • Gas appliances	Potential FAI / LTI / MTI / Fire / Explosion / Workers Compensation Claim, Raised WC Premiums.	Law No. 8 of 1990 on Food Control Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part 8-Emergency Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit	• Catering / food service contracts to address: ◦ Caterers / food suppliers develop food safety management program ◦ Food safety training for catering staff ◦ Good housekeeping practices ◦ Spills cleaned up immediately ◦ HSE training for catering staff ◦ Daily checks of gas appliances • Emergency shutoff button for gas system • First aid kits and first aiders • Fire extinguishers and fire blankets • PPE	C	2	Low		
PL-ES-006-RA-0258	15-04-17	B05	Main Men's Building	Main Men's Building	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: ◦ ladders ◦ scaffold ◦ elevated work platform ◦ harnesses and lanyards ◦ anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: ◦ handrails and barriers ◦ elevated work platforms ◦ scaffolding ◦ fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0259	15-04-17	B05	Main Men's Building	Main Men's Building	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0260	15-04-17	B05	Main Men's Building	Main Men's Building	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & StandardsQatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0261	15-04-17	B05	Main Men's Building	Main Men's Building	Manual Handling	- Hazardous manual handling tasks/activities that include the following characteristics: - repetitive or sustained application of force - repetitive or sustained awkward posture - repetitive or sustained movement - application of high force - exposure to sustained vibration - handling of a person or an animal - handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 05-Office and Classroom Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Office Ergonomics guidelines - Manual handling training - Workstation Ergonomic Assessment Training - Manual handling risk assessments - Mechanical aids and lifting devices: - trolleys - forklifts - pedestrian stackers and walkers - platform ladders - hoists - Work station risk assessments (Keyboard and Work Station Checklists) - Repurchase checklists - Internal ergonomic and manual handling expert - Induction Compliance Checklist	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0262	15-04-17	B05	Main Men's Building	Main Men's Building	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0263	15-04-17	B05	Main Men's Building	Main Men's Building	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0264	15-04-17	B05	Main Men's Building	Main Men's Building	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0265	15-04-17	B05	Main Men's Building	Main Men's Building	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0266	15-04-17	B05	Main Men's Building	Main Men's Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0267	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0268	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0269	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0270	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0271	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0272	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0273	15-04-17	B06	Engineering Annex Building	Engineering Annex Building	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0274	15-04-17	B06	Engineering Annex Building	Engineering Annex Building	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 8.1-First Audi and Medical Emergency Plan - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0275	15-04-17	B06	Engineering Annex Building	Engineering Annex Building	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 14-Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0276	15-04-17	B06	Engineering Annex Building	Engineering Annex Building	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-0277	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0278	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Work zone Traffic Management Guide (2013)Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: - o Parking fines - o Speed limit on campus - o Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0279	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0280	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0281	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0282	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0283	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0284	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0285	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments o Risk assessment prior to work on electrical installation o Risk assessment prior to work on energized electrical equipment	E	1	Moderate		
PL-ES-006-RA-0286	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: o repetitive or sustained application of force o repetitive or sustained awkward posture o repetitive or sustained movement o application of high force o exposure to sustained vibration o handling of a person or an animal o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: o trolleys o forklifts o pedestrian stackers and walkers o platform ladders o hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0287	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible		
PL-ES-006-RA-0288	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0289	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible		
PL-ES-006-RA-0290	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate		
PL-ES-006-RA-0291	15-04-17	B06	Engineeri ng Annex Building	Engineering Annex Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0292	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0293	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	University Office and Classroom safety policy	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0294	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0295	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Receipt of office supplies such as paper	Manual handling injuries from liftingInappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0296	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0297	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0298	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Use of kitchen facilities	• Poor housekeeping • Burns from boiling water • Cuts from kitchen cutlery • Liquid spills • Electrocution/electric shock from electrical appliances • Kitchen fire • Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• Kitchen facilities are included in scheduled office workplace inspections • Fire extinguisher • First aid kit	• Place boiling water appliances at working height • Non-drip taps on boiling water appliances • Testing and tagging of electrical equipment • Trained first aider • Floor warden • Staff training and induction that includes local emergency procedures • Clean up kitchen spills immediately • MSDS for cleaning chemicals	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0299	15-04-17	B07	Engineering Workshop Building	Engineering Workshop Building	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper • Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy	• Risk assessment • Purchase and use of suitable equipment • Vary tasks • Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0300	15-04-17	B07	Engineering Workshop Building	Engineering Workshop Building	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low		• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0301	15-04-17	B07	Engineering Workshop Building	Engineering Workshop Building	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs.	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0302	15-04-17	B07	Engineering Workshop Building	Engineering Workshop Building	Fieldwork	• Heat stress and exhaustion • Field trip and activities • Adverse environmental impact from field trip activities • Unexpected events/emergency • Driving and travel arrangement • Remote locations • Faulty equipment • Unfamiliar working condition • Loss of communication with emergency services • Fire	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate		• Develop a communication plan with regards to itinerary • Emergency contact details and means of communication. • Enforce a buddy system if the risk assessment identifies trip to be high-risk. • Ensure employees have appropriate ID. • Field trip Risk assessment and plan • Communication and Emergency Procedures • Use PPE • Fire extinguishers to be available in all vehicles	C	2	Low	Department Heads	
PL-ES-006-RA-0303	15-04-17	B07	Engineering Workshop Building	Engineering Workshop Building	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant		• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate	Department Heads	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0304	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Visiting construction Sites	• No safety induction • Appropriate PPE not provided • Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate		• Provide construction safety training to staff that frequent construction sites. • Ensure staff undergoes safety induction at site. • Communicate Emergency contact information and procedures to staff. • Provide PPE for QU staff.	C	2	Low	Department Heads	
PL-ES-006-RA-0305	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant	Department Heads	
PL-ES-006-RA-0306	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Infectious Diseases	• First aid activities • Infectious wastes • Pandemic influenza • Field workers going to areas that require immunization or that have particular disease risk • Laboratory workers handling blood or blood fluid products • Cleaners, security and housekeeping staff contracted used sharps • Staff with infectious diseases working in kitchen / cafeteria • Clinic and laboratory staff handling blood or body fluids • Clinic staff attending to a patient with an infectious / contagious disease • Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate		• Risk Assessments • Immunization programs • Staff area training and induction • Standard precautions • First aid Training • PPE (e.g. mask) • Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate	Department Heads	
PL-ES-006-RA-0307	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Working Outdoors	• Exposure to adverse weather conditions: ◦ thermal ◦ rain ◦ ultraviolet light exposure ◦ wind ◦ uncontrolled environment ◦ heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant		• Risk assessments • Scheduled work at appropriate times and weather conditions • Appropriate PPE for weather conditions	D	2	Moderate	Department Heads	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0308	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Students, Visitors and General Public	- Unfamiliar with University procedures: o occupational, health and safety o environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	Security guards at gates/buildings	Restricted access to University buildings and property	C	2	Low	Department Heads	
PL-ES-006-RA-0309	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low	Department Heads	
PL-ES-006-RA-0310	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant		- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0311	15-04-17	B07	Engineering Workshop Building	Engineering Workshop Building	Use of fixed mechanical equipment such as: • lathe • guillotine • press • pedestal drill • pedestal grinder • finisher • band saw • bench saw	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Lack of/inappropriate safety features such as guarding and emergency stops • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Electrocution/shock from electrical equipment • Manual handling injuries from poor posture, lifting and interaction with equipment • Difficult access to equipment due to poor housekeeping arrangements • Noise exposure	FAI / LTI / MTI / PD / Fire / Asset Damage / Hearing Loss / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002	D	3	Significant	• University Laboratory Safety Policy • Emergency stops • Guarding and engineering controls • Personal protective equipment	• Equipment Risk Assessments (include manual handling requirements for the equipment and associated activities) • Training • Level of supervision appropriate to level of operator training and skill • Restricted access • Scheduled maintenance • Preoperational checks • Standard Operating Procedures • Equipment Registers • Equipment Purchasing checklist • Testing and tagging of electrical equipment • Scheduled workshop inspections • Workshop cleaning and housekeeping rules • Safety signage • Noise risk assessments • Audiometric testing for operators • Selection of quiet equipment / devices	D	2	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-0312	15-04-17	B07	Engineering Workshop Building	Engineering Workshop Building	Using mobile equipment such as pallet lifter or forklift	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Fumes from mobile equipment in closed areas	FAI / LTI / MTI / PD / Fatality / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme		• Equipment Risk Assessments • Preoperational checks and log book • Training (Licensed operators for forklifts and some other mobile plant) • Level of supervision appropriate to level of operator training and skill • Restricted access (keys held by authorized person when not in use) • Traffic management plan • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Equipment Purchasing checklist which includes purchase of appropriate equipment for the area and tasks (e.g. electric forklift in enclosed area)	E	1	Moderate	Department Heads / Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0313	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Using lifting equipment such as an overhead crane and other lifting devices	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Lack of/inappropriate safety features such as SLI and emergency stops • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Manual handling injuries associated with setting up slings and rigging equipment • Loss of load due to: ◦ failure of lifting gear ◦ failure of rigging supplies ◦ poorly rigged/tied loads	FAI / LTI / MTI / PD / Fatality / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	E	2	Significant	• Emergency stops • Personal protective equipment	• Equipment Risk Assessments • Preoperational checks and log book • Training (Licensed riggers for lifting operations) • Level of supervision appropriate to level of operator training and skill • Restricted access • Scheduled maintenance for mobile equipment • Scheduled maintenance and appropriate storage for slings and lifting gear • Slings and lifting gear that meet QCS 2010 • Standard Operating Procedures • Equipment Registers • Purchasing checklist – Equipment and equipment	E	1	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-0314	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Maintenance of equipment – routine preventative and repair	• Lack of maintenance personnel competency/training • Risks associated with working on unguarded parts of equipment (e.g. entrapment) • Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy	• Equipment Risk Assessment • Isolation/lock out-tag out (LOTO) procedures • Standard maintenance procedures • Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-0315	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Welding	• Manual handling injuries from moving welding equipment/cylinders • Fumes • Burns from hot metal • Welding arc – flash • Gas leak from welding hoses • Flashback • Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	E	2	Significant	• University Laboratory Safety Policy • Use appropriate PPE • First aid kits	• Risk assessment to determine if activity is defined as “hot work” • MSDS for welding rods and other chemicals • Dedicated welding area • Mechanical ventilation/extraction • Welding equipment secured and cylinders placed on trolley • Welding equipment checked and maintained • Hoses checked and maintained • Flashback arrestors attached to both • Welding activity earthed • Trained operator	E	1	Moderate	Department Heads / Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0316	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0317	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-0318	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & StandardsQatar Construction Specifications 2010	E	3	Extreme	University Operations and Maintenance Workers safety policy	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - o Risk assessment prior to work on electrical installation - o Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0319	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Manual Handling	- Hazardous manual handling tasks/activities that include the following characteristics: - o repetitive or sustained application of force - o repetitive or sustained awkward posture - o repetitive or sustained movement - o application of high force - o exposure to sustained vibration - o handling of a person or an animal - o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	University Operations and Maintenance Workers safety policy	- Office Ergonomics guidelines - Manual handling training - Workstation Ergonomic Assessment Training - Manual handling risk assessments - Mechanical aids and lifting devices: - o trolleys - o forklifts - o pedestrian stackers and walkers - o platform ladders - o hoists - Work station risk assessments (Keyboard and Work Station Checklists) - Repurchase checklists - Internal ergonomic and manual handling expert - Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0320	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0321	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	University Operations and Maintenance Workers safety policy	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0322	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0323	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0324	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	University Operations and Maintenance Workers safety policy	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0325	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Receipt of chemicals into the workshop	- Unknown chemical properties and safe handling/storage requirements - Handling and managing toxic/dangerous chemicals - Chemicals that require special permits, licensing requirements and so on - Inadequate and/or unavailable storage facilities - Chemicals delivered to wrong area or an area not appropriately set up for receipt of chemicals - Damaged packaging: - physical exposure - fume - spills and leaks	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Use lifting aids and trolleys for larger items	- MSDS obtained prior to purchase/order of chemical(s) - Risk assessment of area where chemicals are delivered - Training provided for staff who receive chemical deliveries - Chemical risk assessments including compatibility assessment - Rationalizing chemical supplies to ensure: - ordering minimum quantities - compatibility of chemicals - adequate storage facilities and space available - all required signage and PPE is available - Substituting less toxic chemicals and pre-mixed solutions where possible - Use of purpose built chemical cupboards - Bonded storage areas - Chemical training for staff - Chemicals Inventory System - Use personal protective equipment as described in the MSDS - Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0326	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Storage of chemicals	- Incompatible chemicals stored together leading to fire and or explosion - Damaged, removed or incorrect labels - Damaged containers - Chemicals stored in inappropriate areas. For example corrosive chemicals stored under a sink and not a purpose built corrosives locker - Toxic fumes - Chemical spills and leaks - Manual handling hazards associated with large heavy containers of chemical - Time sensitive chemicals – properties of chemicals alter , can become unstable	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Warning signage	- Risk assessments to determine appropriate storage and separation arrangements and packaging requirements - Categorization and labelling of chemicals according to UN Classification / Annex 8 of the Executive By-Law for the Protection of the Environment - Use of chemical lockers: - corrosives locker - toxics locker - flammables locker - All chemicals stored in drip trays and/or bounded areas - Where ever possible chemicals stored in their original containers/packaging. Where this is not appropriate a risk assessment is undertaken to ensure correct packaging and labelling - Chemicals in small sized containers to reduce weight - Time sensitive chemicals dated and monitored through scheduled workplace inspections - Use personal protective equipment described in the MSDS - Training for personnel responsible for storing and accessing chemicals - Access to chemical storage restricted to authorized personnel only - Laboratory HSE induction and emergency training - Keep stock of chemicals to the minimum	E	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
													• Prepare and maintain an updated site plan showing locations of hazardous materials storage areas, emergency and fire-fighting equipment, and emergency exits • Establish spill management procedure according to MSDS					

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0327	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Exposure to chemicals through handling and usage	- Incompatible chemicals mixed together causing: - fire - explosion - release of toxic fumes - Creating unknown new chemicals - Increased risk of unsafe atmosphere where gas cylinders are used indoors - Damaged, removed or incorrect labels - Chemicals used in inappropriate containers - Chemicals used in inappropriate areas - Toxic fumes and leakage from chemical experiments - Fire and explosion during decanting - Physical contact with a chemical - Manual handling hazards associated with large heavy containers of chemical - Manual handling injuries from moving and setting up gas cylinders	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	- University Laboratory Safety Policy - University Compressed Gas Cylinder Use, Handling, Storage and Disposal Procedure - Fume cupboards - Gas cylinders secured - Use lifting aids and trolleys for larger items - Cylinder trolleys - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Emergency shower and / or eyewash stations	- Risk assessments to determine chemical properties, chemicals compatibility and appropriate handling arrangements - Compatible equipment used with chemicals - Chemicals in small sized containers to reduce weight - Chemicals labeled - Use personal protective equipment described in the MSDS - Chemical Laboratory Safety Training for all personnel using chemicals - Access to chemical storage restricted to authorized personnel only - Adequate supervision with regards to level of training and experience - Manual handling training for gas cylinders - Laboratory HSE induction and emergency training - Adequate ventilation	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0328	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Using a pipette	- Repetitive motion of hands - Long duration of activity - Contamination	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004	C	3	Moderate	- University Laboratory Safety Policy - Use PPE - Spill kits available	- Manual Handling Risk Assessment - Where ever possible use: - multipipette to reduce repetitive motions - electronic assisted pipettes - pipettes with ergonomic design - Use secondary containment, where practical	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0329	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Using a fume cupboard	- Fume cupboard not appropriate for laboratory use - Contamination to atmosphere either outside environment or within laboratory - Power failure or other failure (e.g. mechanical) of cupboard - Using fume cupboard for storing chemicals not in use	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- University Laboratory Safety Policy - Use PPE - Spill kits available	- Risk assessment to determine type of fume cupboard: - bench-type - recirculating cupboard - walk-in cupboard - Scheduled maintenance and inspection - Alarms and procedures in place where cupboard “fails” - Good housekeeping and cleaning procedures - Filter systems and appropriate extraction - Chemicals not stored in fume cupboards and controls adopted for storage of chemicals	D	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0330	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Disposal of chemicals	- Damaged, removed or incorrect labels - Chemicals stored in inappropriate containers - Uncontrolled access to chemical wastes - Manual handling injuries from large containers	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Chemicals waste removed by MOE licensed contractor - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders	- Chemicals labeled and disposed of in appropriate containers - Risk assessment of area where chemicals are picked up for disposal - Restricted access where appropriate - HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0331	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Handling glassware	- Lacerations from broken glass - Burns from handling heated glass - Poisoning from contaminated glass	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - First aid kits - Trained first aiders - Use PPE - Spill kits available	- Staff training in basic use and care of glassware - Use laboratory glassware - All glassware checked prior to use - Processes that may put glass under stress (e.g. vacuum) fully enclosed/guarded - Heated glass handled according to localized procedures - Damaged and broken glass disposed of in designated waste	D	2	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0332	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Transport, storage and use of Gas Cylinders	- Dropped or damaged gas cylinders - Release of gas in confined space, causing either cryogenic injuries, corrosive burns, toxic poisoning, or asphyxiation - Escape of flammable gases from gas cylinder or valve causes fire or explosion - Transportation of full and empty gas cylinder across campus - Attaching and disconnecting regulators from gas cylinders	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution 130 of 1998 on Regulating the Circulation of Gas Cylinders	D	3	Significant	- University compressed gas cylinder use, handling, storage and disposal procedure - University Laboratory Safety Policy - Gas cylinders secured upright and chained - Ensure appropriate fire extinguisher and blanket are in laboratory	- Where ever possible gas cylinders stored outside in purpose built areas, and gases plumbed in via tubing. If not possible, ensure area is well ventilated. - Gas cylinders stored inside stored in minimum quantities with continuous atmospheric monitoring - Gas cylinders stored away from corrosive substances - Flammable gas cylinders should not be stored near oxidants and shall be kept away from ignition sources - Use PPE - Gas cylinders should be properly labeled with their contents - Do not store full and empty cylinders together - Use the correct regulator for the type of gas and the pressure of the cylinder, and always check for leaks after connecting a regulator to a cylinder or making any other connections e.g.. In gas tubing - Always transport cylinders in a cylinder trolley, with the chain correctly fastened across the front. - Obtain and read the MSDSs for all gas cylinders used - Training of users on usage, handling, transportation and disposal of gas cylinder	D	2	Moderate	Department Heads / Lab Supervisors	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0333	15-04-17	B07	Engineeri ng Workshop Building	Engineering Workshop Building	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA 70E: Standard for Electrical Safety in the Workplace Qatar Construction Specifications 2010	E	3	Extreme	• University Laboratory Safety Policy	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0334	15-04-17	B08	Green House	Green House	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	#N/A	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0335	15-04-17	B08	Green House	Green House	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	#N/A	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0336	15-04-17	B08	Green House	Green House	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	#N/A	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0337	15-04-17	B08	Green House	Green House	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	#N/A	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0338	15-04-17	B08	Green House	Green House	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	#N/A	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0339	15-04-17	B08	Green House	Green House	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	#N/A	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0340	15-04-17	B08	Green House	Green House	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	#N/A	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0341	15-04-17	B08	Green House	Green House	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	#N/A	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0342	15-04-17	B08	Green House	Green House	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	#N/A	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0343	15-04-17	B08	Green House	Green House	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	#N/A	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0344	15-04-17	B08	Green House	Green House	Fieldwork	• Heat stress and exhaustion • Field trip and activities • Adverse environmental impact from field trip activities • Unexpected events/ emergency • Driving and travel arrangement • Remote locations • Faulty equipment • Unfamiliar working condition • Loss of communication with emergency services • Fire	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	#N/A	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	• Develop a communication plan with regards to itinerary • Emergency contact details and means of communication. • Enforce a buddy system if the risk assessment identifies trip to be high-risk. • Ensure employees have appropriate ID. • Field trip Risk assessment and plan • Communication and Emergency Procedures • Use PPE • Fire extinguishers to be available in all vehicles	C	2	#N/A	Department Heads	
PL-ES-006-RA-0345	15-04-17	B08	Green House	Green House	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	#N/A	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	#N/A	Department Heads	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0346	15-04-17	B08	Green House	Green House	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	#N/A	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	#N/A	Department Heads	
PL-ES-006-RA-0347	15-04-17	B08	Green House	Green House	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	#N/A	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	#N/A	Department Heads	
PL-ES-006-RA-0348	15-04-17	B08	Green House	Green House	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	#N/A	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	#N/A	Department Heads	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0349	15-04-17	B08	Green House	Green House	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	#N/A	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	• Restricted access to University buildings and property	C	2	#N/A	Department Heads	
PL-ES-006-RA-0350	15-04-17	B08	Green House	Green House	After Hours on Campus	Working Alone Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	#N/A	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	• Restricted access to University buildings and property • Staff area training and induction	C	1	#N/A	Department Heads	
PL-ES-006-RA-0351	15-04-17	B08	Green House	Green House	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	#N/A	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	#N/A		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0352	15-04-17	B08	Green House	Green House	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	#N/A	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	#N/A	Department Head	
PL-ES-006-RA-0353	15-04-17	B08	Green House	Green House	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	#N/A	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	#N/A	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0354	15-04-17	B08	Green House	Green House	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	#N/A	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments - o Risk assessment prior to work on electrical installation - o Risk assessment prior to work on energized electrical equipment	E	1	#N/A	Department Head	
PL-ES-006-RA-0355	15-04-17	B08	Green House	Green House	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: - o repetitive or sustained application of force - o repetitive or sustained awkward posture - o repetitive or sustained movement - o application of high force - o exposure to sustained vibration - o handling of a person or an animal - o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	#N/A	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: - o trolleys - o forklifts - o pedestrian stackers and walkers - o platform ladders - o hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	#N/A	Department Head	
PL-ES-006-RA-0356	15-04-17	B08	Green House	Green House	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	#N/A	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	#N/A	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety						
PL-ES-006-RA-0357	15-04-17	B08	Green House	Green House	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	#N/A	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	#N/A	Department Head	
PL-ES-006-RA-0358	15-04-17	B08	Green House	Green House	Noise	• Noise in excess of the exposure standards • Distracting noise • Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	#N/A	• University Outdoor Noise policy (construction) • Personal protective equipment • Signage • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 07- Construction, Operations and Maintenance Safety	• Purchasing less noisy equipment • Purchasing checklist • Acoustic engineering controls • Noise Risk Assessments • Audiometric screening • Hearing protection training	B	2	#N/A	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0359	15-04-17	B08	Green House	Green House	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	#N/A	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	#N/A	Department Head	
PL-ES-006-RA-0360	15-04-17	B08	Green House	Green House	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	#N/A	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	#N/A	Department Head	
PL-ES-006-RA-0361	15-04-17	B08	Green House	Green House	Receipt of chemicals into the laboratory	- Unknown chemical properties and safe handling/storage requirements - Handling and managing toxic/dangerous chemicals - Chemicals that require special permits, licensing requirements and so on - Inadequate and/or unavailable storage facilities - Chemicals delivered to wrong area or an area not appropriately set up for receipt of chemicals - Damaged packaging: - physical exposure - fume - spills and leaks	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	#N/A	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Warning signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.4- Spill Response Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- MSDS obtained prior to purchase/order of chemical(s) - Risk assessment of area where chemicals are delivered - Training provided for staff who receive chemical deliveries - Chemical risk assessments including compatibility assessment - Rationalizing chemical supplies to ensure: - ordering minimum quantities - compatibility of chemicals - adequate storage facilities and space available - all required signage and PPE is available - Substituting less toxic chemicals and pre-mixed solutions where possible - Use of purpose built chemical cupboards - Bonded storage areas - Chemical training for staff - Chemicals Inventory System - Use personal protective equipment as described in the MSDS - Laboratory HSE induction and emergency training	C	2	#N/A	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0362	15-04-17	B08	Green House	Green House	Storage of chemicals	- Incompatible chemicals stored together leading to fire and or explosion - Damaged, removed or incorrect labels - Damaged containers - Chemicals stored in inappropriate areas. For example corrosive chemicals stored under a sink and not a purpose built corrosives locker - Toxic fumes - Chemical spills and leaks - Manual handling hazards associated with large heavy containers of chemical - Time sensitive chemicals – properties of chemicals alter , can become unstable	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	#N/A	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Warning signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.4- Spill Response Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Risk assessments to determine appropriate storage and separation arrangements and packaging requirements - Categorization and labelling of chemicals according to UN Classification / Annex 8 of the Executive By-Law for the Protection of the Environment - Use of chemical lockers: - corrosives locker - toxics locker - flammables locker - All chemicals stored in drip trays and/or bounded areas - Where ever possible chemicals stored in their original containers/packaging. Where this is not appropriate a risk assessment is undertaken to ensure correct packaging and labelling - Chemicals in small sized containers to reduce weight - Time sensitive chemicals dated and monitored through scheduled workplace inspections - Use personal protective equipment described in the MSDS - Training for personnel responsible for storing and accessing chemicals - Access to chemical storage restricted to authorized personnel only - Laboratory HSE induction and emergency training - Keep stock of chemicals to the minimum - Prepare and maintain an updated site plan showing locations of hazardous materials storage areas, emergency and fire-fighting equipment, and emergency exits - Establish spill management procedure according to MSDS	E	1	#N/A	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0363	15-04-17	B08	Green House	Green House	Exposure to chemicals through handling and usage	- Incompatible chemicals mixed together causing: - fire - explosion - release of toxic fumes - Creating unknown new chemicals - Increased risk of unsafe atmosphere where gas cylinders are used indoors - Damaged, removed or incorrect labels - Chemicals used in inappropriate containers - Chemicals used in inappropriate areas - Toxic fumes and leakage from chemical experiments - Fire and explosion during decanting - Physical contact with a chemical - Manual handling hazards associated with large heavy containers of chemical - Manual handling injuries from moving and setting up gas cylinders	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	#N/A	- University Laboratory Safety Policy - University Compressed Gas Cylinder Use, Handling, Storage and Disposal Procedure - Fume cupboards - Gas cylinders secured - Use lifting aids and trolleys for larger items - Cylinder trolleys - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Emergency shower and / or eyewash stations - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Risk assessments to determine chemical properties, chemicals compatibility and appropriate handling arrangements - Compatible equipment used with chemicals - Chemicals in small sized containers to reduce weight - Chemicals labeled - Use personal protective equipment described in the MSDS - Chemical Laboratory Safety Training for all personnel using chemicals - Access to chemical storage restricted to authorized personnel only - Adequate supervision with regards to level of training and experience - Manual handling training for gas cylinders - Laboratory HSE induction and emergency training - Adequate ventilation	E	1	#N/A	Department Heads / Lab Supervisors	
PL-ES-006-RA-0364	15-04-17	B08	Green House	Green House	Using a pipette	- Repetitive motion of hands - Long duration of activity - Contamination	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004	C	3	#N/A	- University Laboratory Safety Policy - Use PPE - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Manual Handling Risk Assessment - Where ever possible use: - multipipette to reduce repetitive motions - electronic assisted pipettes - pipettes with ergonomic design - Use secondary containment, where practical	C	2	#N/A	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0365	15-04-17	B08	Green House	Green House	Disposal of chemicals	- Damaged, removed or incorrect labels - Chemicals stored in inappropriate containers - Uncontrolled access to chemical wastes - Manual handling injuries from large containers	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	#N/A	- University Laboratory Safety Policy - Use PPE - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11 - Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG01- Chemical Safety	- Chemicals labeled and disposed of in appropriate containers - Risk assessment of area where chemicals are picked up for disposal - Restricted access where appropriate - HSE induction and emergency training	C	1	#N/A	Department Heads / Lab Supervisors	
PL-ES-006-RA-0366	15-04-17	B08	Green House	Green House	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA 70E: Standard for Electrical Safety in the Workplace Qatar Construction Specifications 2010	E	3	#N/A	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	#N/A	Department Heads / Lab Supervisors	
PL-ES-006-RA-0367	15-04-17	B09	Engineering Research	Maintenance Related Activities	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0368	15-04-17	B09	Engineeri ng Research	Engineering Research	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-0369	15-04-17	B09	Engineeri ng Research	Engineering Research	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & StandardsQatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0370	15-04-17	B09	Engineeri ng Research	Engineering Research	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0371	15-04-17	B09	Engineeri ng Research	Engineering Research	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0372	15-04-17	B09	Engineeri ng Research	Engineering Research	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0373	15-04-17	B09	Engineeri ng Research	Engineering Research	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0374	15-04-17	B09	Engineeri ng Research	Engineering Research	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0375	15-04-17	B09	Engineeri ng Research	Engineering Research	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0376	15-04-17	B09	Engineeri ng Research	Engineering Research	Receipt of chemicals into the laboratory	- Unknown chemical properties and safe handling/storage requirements - Handling and managing toxic/dangerous chemicals - Chemicals that require special permits, licensing requirements and so on - Inadequate and/or unavailable storage facilities - Chemicals delivered to wrong area or an area not appropriately set up for receipt of chemicals - Damaged packaging: - physical exposure - fume - spills and leaks	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Warning signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.4- Spill Response Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- MSDS obtained prior to purchase/order of chemical(s) - Risk assessment of area where chemicals are delivered - Training provided for staff who receive chemical deliveries - Chemical risk assessments including compatibility assessment - Rationalizing chemical supplies to ensure: - ordering minimum quantities - compatibility of chemicals - adequate storage facilities and space available - all required signage and PPE is available - Substituting less toxic chemicals and pre-mixed solutions where possible - Use of purpose built chemical cupboards - bounded storage areas - Chemical training for staff - Chemicals Inventory System - Use personal protective equipment as described in the MSDS - Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0377	15-04-17	B09	Engineeri ng Research	Engineering Research	Storage of chemicals	- Incompatible chemicals stored together leading to fire and or explosion - Damaged, removed or incorrect labels - Damaged containers - Chemicals stored in inappropriate areas. For example corrosive chemicals stored under a sink and not a purpose built corrosives locker - Toxic fumes - Chemical spills and leaks - Manual handling hazards associated with large heavy containers of chemical - Time sensitive chemicals – properties of chemicals alter , can become unstable	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Warning signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.4- Spill Response Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Risk assessments to determine appropriate storage and separation arrangements and packaging requirements - Categorization and labelling of chemicals according to UN Classification / Annex 8 of the Executive By-Law for the Protection of the Environment - Use of chemical lockers: - corrosives locker - toxics locker - flammables locker - All chemicals stored in drip trays and/or bounded areas - Where ever possible chemicals stored in their original containers/packaging. Where this is not appropriate a risk assessment is undertaken to ensure correct packaging and labelling - Chemicals in small sized containers to reduce weight - Time sensitive chemicals dated and monitored through scheduled workplace inspections - Use personal protective equipment described in the MSDS - Training for personnel responsible for storing and accessing chemicals - Access to chemical storage restricted to authorized personnel only - Laboratory HSE induction and emergency training - Keep stock of chemicals to the minimum	E	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
													- Prepare and maintain an updated site plan showing locations of hazardous materials storage areas, emergency and fire-fighting equipment, and emergency exits - Establish spill management procedure according to MSDS					
PL-ES-006-RA-0378	15-04-17	B09	Engineering Research	Engineering Research	Exposure to chemicals through handling and usage	- Incompatible chemicals mixed together causing: - fire - explosion - release of toxic fumes - Creating unknown new chemicals - Increased risk of unsafe atmosphere where gas cylinders are used indoors - Damaged, removed or incorrect labels - Chemicals used in inappropriate containers - Chemicals used in inappropriate areas - Toxic fumes and leakage from chemical experiments - Fire and explosion during decanting - Physical contact with a chemical - Manual handling hazards associated with large heavy containers of chemical - Manual handling injuries from moving and setting up gas cylinders	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	- University Laboratory Safety Policy - University Compressed Gas Cylinder Use, Handling, Storage and Disposal Procedure - Fume cupboards - Gas cylinders secured - Use lifting aids and trolleys for larger items - Cylinder trolleys - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Emergency shower and / or eyewash stations - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Risk assessments to determine chemical properties, chemicals compatibility and appropriate handling arrangements - Compatible equipment used with chemicals - Chemicals in small sized containers to reduce weight - Chemicals labeled - Use personal protective equipment described in the MSDS - Chemical Laboratory Safety Training for all personnel using chemicals - Access to chemical storage restricted to authorized personnel only - Adequate supervision with regards to level of training and experience - Manual handling training for gas cylinders - Laboratory HSE induction and emergency training - Adequate ventilation	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0379	15-04-17	B09	Engineering Research	Engineering Research	Using a pipette	- Repetitive motion of hands - Long duration of activity - Contamination	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004	C	3	Moderate	- University Laboratory Safety Policy - Use PPE - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Manual Handling Risk Assessment - Where ever possible use: - multipipette to reduce repetitive motions - electronic assisted pipettes - pipettes with ergonomic design - Use secondary containment, where practical	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU HSEMS Part 14- Inspection and Audit • QU TG 01- Chemical Safety						
PL-ES-006-RA-0380	15-04-17	B09	Engineering Research	Engineering Research	Using a fume cupboard	• Fume cupboard not appropriate for laboratory use • Contamination to atmosphere either outside environment or within laboratory • Power failure or other failure (e.g. mechanical) of cupboard • Using fume cupboard for storing chemicals not in use	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	• University Laboratory Safety Policy • Use PPE • Spill kits available • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11 - Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG01- Chemical Safety	• Risk assessment to determine type of fume cupboard: ◦ bench-type ◦ recirculating cupboard ◦ walk-in cupboard • Scheduled maintenance and inspection • Alarms and procedures in place where cupboard “fails” • Good housekeeping and cleaning procedures • Filter systems and appropriate extraction • Chemicals not stored in fume cupboards and controls adopted for storage of chemicals	D	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0381	15-04-17	B09	Engineering Research	Engineering Research	Disposal of chemicals	• Damaged, removed or incorrect labels • Chemicals stored in inappropriate containers • Uncontrolled access to chemical wastes • Manual handling injuries from large containers	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • Chemicals waste removed by MOE licensed contractor • Emergency procedures in place • Spill kits available • First aid kits • Trained first aiders • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7 - Contractor Management • QU HSEMS Part 11 - Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG01- Chemical Safety • QU SOP04- Hazardous Waste Disposal	• Chemicals labeled and disposed of in appropriate containers • Risk assessment of area where chemicals are picked up for disposal • Restricted access where appropriate • HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0382	15-04-17	B09	Engineeri ng Research	Engineering Research	Handling glassware	• Lacerations from broken glass • Burns from handling heated glass • Poisoning from contaminated glass	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • First aid kits • Trained first aiders • Use PPE • Spill kits available • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8 - Emergency Management • QU HSEMS Part 11 - Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Staff training in basic use and care of glassware • Use laboratory glassware • All glassware checked prior to use • Processes that may put glass under stress (e.g. vacuum) fully enclosed/guarded • Heated glass handled according to localized procedures • Damaged and broken glass disposed of in designated waste	D	2	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0383	15-04-17	B09	Engineeri ng Research	Engineering Research	Transport, storage and use of Gas Cylinders	• Dropped or damaged gas cylinders • Release of gas in confined space, causing either cryogenic injuries, corrosive burns, toxic poisoning, or asphyxiation • Escape of flammable gases from gas cylinder or valve causes fire or explosion • Transportation of full and empty gas cylinder across campus • Attaching and disconnecting regulators from gas cylinders	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution 130 of 1998 on Regulating the Circulation of Gas Cylinders	D	3	Significant	• University compressed gas cylinder use, handling, storage and disposal procedure • University Laboratory Safety Policy • Gas cylinders secured upright and chained • Ensure appropriate fire extinguisher and blanket are in laboratory • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8 - Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP04- Compressed Gas Cylinders	• Where ever possible gas cylinders stored outside in purpose built areas, and gases plumbed in via tubing. If not possible, ensure area is well ventilated. • Gas cylinders stored inside stored in minimum quantities with continuous atmospheric monitoring • Gas cylinders stored away from corrosive substances • Flammable gas cylinders should not be stored near oxidants and shall be kept away from ignition sources • Use PPE • Gas cylinders should be properly labeled with their contents • Do not store full and empty cylinders together • Use the correct regulator for the type of gas and the pressure of the cylinder, and always check for leaks after connecting a regulator to a cylinder or making any other connections e.g.. In gas tubing • Always transport cylinders in a cylinder trolley, with the chain correctly fastened across the front. • Obtain and read the MSDs for all gas cylinders used • Training of users on usage, handling, transportation and disposal of gas cylinder	D	2	Moderate	Department Heads / Lab Supervisors	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0384	15-04-17	B09	Engineering Research	Engineering Research	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA 70E: Standard for Electrical Safety in the Workplace Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0385	15-04-17	B10	Qatar National Bank	Qatar National Bank	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0386	15-04-17	B10	Qatar National Bank	Qatar National Bank	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0387	15-04-17	B10	Qatar National Bank	Qatar National Bank	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0388	15-04-17	B10	Qatar National Bank	Qatar National Bank	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0389	15-04-17	B10	Qatar National Bank	Qatar National Bank	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0390	15-04-17	B10	Qatar National Bank	Qatar National Bank	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0391	15-04-17	B10	Qatar National Bank	Qatar National Bank	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0392	15-04-17	B10	Qatar National Bank	Qatar National Bank	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0393	15-04-17	B10	Qatar National Bank	Qatar National Bank	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0394	15-04-17	B10	Qatar National Bank	Qatar National Bank	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0395	15-04-17	B10	Qatar National Bank	Qatar National Bank	Travel Abroad	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. - Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0396	15-04-17	B10	Qatar National Bank	Qatar National Bank	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0397	15-04-17	B10	Qatar National Bank	Qatar National Bank	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0398	15-04-17	B10	Qatar National Bank	Qatar National Bank	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0399	15-04-17	B10	Qatar National Bank	Qatar National Bank	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0400	15-04-17	B10	Qatar National Bank	Qatar National Bank	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0401	15-04-17	B10	Qatar National Bank	Qatar National Bank	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0402	15-04-17	B10	Qatar National Bank	Qatar National Bank	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0403	15-04-17	B10	Qatar National Bank	Qatar National Bank	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-0404	15-04-17	B10	Qatar National Bank	Qatar National Bank	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0405	15-04-17	B10	Qatar National Bank	Qatar National Bank	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0406	15-04-17	B10	Qatar National Bank	Qatar National Bank	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	Department Head	
PL-ES-006-RA-0407	15-04-17	B10	Qatar National Bank	Qatar National Bank	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0408	15-04-17	B10	Qatar National Bank	Qatar National Bank	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0409	15-04-17	B10	Qatar National Bank	Qatar National Bank	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	
PL-ES-006-RA-0410	15-04-17	B11	Haldon Hall	Haldon Hall	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	#N/A	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0411	15-04-17	B11	Haldon Hall	Haldon Hall	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	#N/A	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0412	15-04-17	B11	Haldon Hall	Haldon Hall	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	#N/A	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0413	15-04-17	B11	Haldon Hall	Haldon Hall	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	#N/A	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0414	15-04-17	B11	Haldon Hall	Haldon Hall	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	#N/A	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0415	15-04-17	B11	Haldon Hall	Haldon Hall	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	#N/A	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0416	15-04-17	B11	Haldon Hall	Haldon Hall	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	#N/A	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0417	15-04-17	B11	Haldon Hall	Haldon Hall	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	#N/A	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0418	15-04-17	B11	Haldon Hall	Haldon Hall	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	#N/A	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0419	15-04-17	B11	Haldon Hall	Haldon Hall	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	#N/A	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	#N/A	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-0420	15-04-17	B11	Haldon Hall	Haldon Hall	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	#N/A	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	#N/A		
PL-ES-006-RA-0421	15-04-17	B11	Haldon Hall	Haldon Hall	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	#N/A	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: - o Parking fines - o Speed limit on campus - o Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	#N/A		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0422	15-04-17	B11	Haldon Hall	Haldon Hall	Infectious Diseases	• First aid activities • Infectious wastes • Pandemic influenza • Field workers going to areas that require immunization or that have particular disease risk • Laboratory workers handling blood or blood fluid products • Cleaners, security and housekeeping staff contracted used sharps • Staff with infectious diseases working in kitchen / cafeteria • Clinic and laboratory staff handling blood or body fluids • Clinic staff attending to a patient with an infectious / contagious disease • Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	#N/A	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02-Biological Safety • QU SP 04- Hazardous Waste Disposal	• Risk Assessments • Immunization programs • Staff area training and induction • Standard precautions • First aid Training • PPE (e.g. mask) • Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	#N/A		
PL-ES-006-RA-0423	15-04-17	B11	Haldon Hall	Haldon Hall	Students, Visitors and General Public	• Unfamiliar with University procedures: ◦ occupational, health and safety ◦ environmental • Activities that adversely impact on the University environment and/or staff • Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	#N/A	• Security guards at gates/buildings • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 3- Roles and Responsibilities • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 14- Audit and Inspection	• Restricted access to University buildings and property	C	2	#N/A		
PL-ES-006-RA-0424	15-04-17	B11	Haldon Hall	Haldon Hall	After Hours on Campus	• Working Alone • Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	#N/A	• Security guards at gates/buildings • Security patrols at regular intervals • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	• Restricted access to University buildings and property • Staff area training and induction	C	1	#N/A		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0425	15-04-17	B11	Haldon Hall	Haldon Hall	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	#N/A	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	#N/A		
PL-ES-006-RA-0426	15-04-17	B11	Haldon Hall	Haldon Hall	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	#N/A	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	#N/A	Department Head	
PL-ES-006-RA-0427	15-04-17	B11	Haldon Hall	Haldon Hall	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	#N/A	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	#N/A	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0428	15-04-17	B11	Haldon Hall	Haldon Hall	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	#N/A	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part8-Emergency Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments o Risk assessment prior to work on electrical installation o Risk assessment prior to work on energized electrical equipment	E	1	#N/A	Department Head	
PL-ES-006-RA-0429	15-04-17	B11	Haldon Hall	Haldon Hall	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: o repetitive or sustained application of force o repetitive or sustained awkward posture o repetitive or sustained movement o application of high force o exposure to sustained vibration o handling of a person or an animal o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	#N/A	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07-Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: o trolleys o forklifts o pedestrian stackers and walkers o platform ladders o hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	#N/A	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0430	15-04-17	B11	Haldon Hall	Haldon Hall	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	#N/A	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	#N/A	Department Head	
PL-ES-006-RA-0431	15-04-17	B11	Haldon Hall	Haldon Hall	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	#N/A	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	#N/A	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0432	15-04-17	B11	Haldon Hall	Haldon Hall	Noise	• Noise in excess of the exposure standards• Distracting noise• Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	#N/A	• University Outdoor Noise policy (construction)• Personal protective equipment• Signage • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 07- Construction, Operations and Maintenance Safety	• Purchasing less noisy equipment• Purchasing checklist• Acoustic engineering controls• Noise Risk Assessments• Audiometric screening• Hearing protection training	B	2	#N/A	Department Head	
PL-ES-006-RA-0433	15-04-17	B11	Haldon Hall	Haldon Hall	Welding	• Manual handling injuries from moving welding equipment/cylinders • Fumes • Burns from hot metal • Welding arc – flash • Gas leak from welding hoses • Flashback • Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	#N/A	• University Operations and Maintenance Workers safety policy • Use appropriate PPE • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU SOP 03- Compressed Gas Cylinders • QU TG 01-Chemical Safety • QU TG 07- Construction, Operations, and Maintenance Safety	• Risk assessment to determine if activity is defined as “hot work” • MSDS for welding rods and other chemicals • Dedicated welding area • Mechanical ventilation/extraction • Welding equipment secured and cylinders placed on trolley • Welding equipment checked and maintained • Hoses checked and maintained • Flashback arrestors attached to both • Welding activity earthed • Trained operator	E	1	#N/A	Department Head	
PL-ES-006-RA-0434	15-04-17	B11	Haldon Hall	Haldon Hall	Maintenance of equipment – routine preventative and repair	• Lack of maintenance personnel competency/training • Risks associated with working on unguarded parts of equipment (e.g. entrapment) • Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	#N/A	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG04- Machine Safety	• Equipment Risk Assessment • Isolation/lock out-tag out (LOTO) procedures • Standard maintenance procedures • Level of supervision appropriate to level of operator training and skill	D	2	#N/A	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0435	15-04-17	B12	Mosque	Mosque	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	#N/A	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	#N/A		
PL-ES-006-RA-0436	15-04-17	B12	Mosque	Mosque	Moving and arranging furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	#N/A	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	#N/A		
PL-ES-006-RA-0437	15-04-17	B12	Mosque	Mosque	Receipt of mosque supplies	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	#N/A	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	#N/A		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0438	15-04-17	B12	Mosque	Mosque	General building environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	#N/A	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	#N/A		
PL-ES-006-RA-0439	15-04-17	B12	Mosque	Mosque	Cleaning of facility	• Poor housekeeping • Liquid spills • Electrocution/electric shock from electrical appliances • Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		C	3	#N/A	• Kitchen facilities are included in scheduled office workplace inspections • Fire extinguisher • First aid kit • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Testing and tagging of electrical equipment • Trained first aider • Staff training and induction that includes local emergency procedures • Clean up spills immediately • MSDS for cleaning chemicals	C	2	#N/A		
PL-ES-006-RA-0440	15-04-17	B12	Mosque	Mosque	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	#N/A	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	#N/A		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0441	15-04-17	B12	Mosque	Mosque	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible		
PL-ES-006-RA-0442	15-04-17	B12	Mosque	Mosque	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		
PL-ES-006-RA-0443	15-04-17	B12	Mosque	Mosque	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0444	15-04-17	B12	Mosque	Mosque	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0445	15-04-17	B12	Mosque	Mosque	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		
PL-ES-006-RA-0446	15-04-17	B12	Mosque	Mosque	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0447	15-04-17	B12	Mosque	Mosque	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0448	15-04-17	B12	Mosque	Mosque	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0449	15-04-17	B12	Mosque	Mosque	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0450	15-04-17	B12	Mosque	Mosque	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0451	15-04-17	B12	Mosque	Mosque	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0452	15-04-17	B12	Mosque	Mosque	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0453	15-04-17	B12	Mosque	Mosque	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0454	15-04-17	B12	Mosque	Mosque	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0455	15-04-17	B13	Library Building	Library Building	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible	Department Head	
PL-ES-006-RA-0456	15-04-17	B13	Library Building	Library Building	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low	Department Head	
PL-ES-006-RA-0457	15-04-17	B13	Library Building	Library Building	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolleys and other lifting aids • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU Technical Guideline 7- Office and Classroom Safety	• Work station ergonomic assessments • Risk assessment • Staff training	B	2	Negligible	Department Head	
PL-ES-006-RA-0458	15-04-17	B13	Library Building	Library Building	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolley to move supplies • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 07- Office and Classroom Safety	• Risk assessment • Ordering appropriate quantities of supplies as required	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0459	15-04-17	B13	Library Building	Library Building	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	Department Head	
PL-ES-006-RA-0460	15-04-17	B13	Library Building	Library Building	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0461	15-04-17	B13	Library Building	Library Building	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	Department Head	
PL-ES-006-RA-0462	15-04-17	B13	Library Building	Library Building	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	Department Head	
PL-ES-006-RA-0463	15-04-17	B13	Library Building	Library Building	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	Department Head	
PL-ES-006-RA-0464	15-04-17	B13	Library Building	Library Building	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-0465	15-04-17	B13	Library Building	Library Building	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0466	15-04-17	B13	Library Building	Library Building	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: - o Parking fines - o Speed limit on campus - o Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0467	15-04-17	B13	Library Building	Library Building	Infectious Diseases	• First aid activities • Infectious wastes • Pandemic influenza • Field workers going to areas that require immunization or that have particular disease risk • Laboratory workers handling blood or blood fluid products • Cleaners, security and housekeeping staff contracted used sharps • Staff with infectious diseases working in kitchen / cafeteria • Clinic and laboratory staff handling blood or body fluids • Clinic staff attending to a patient with an infectious / contagious disease • Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02-Biological Safety • QU SP 04- Hazardous Waste Disposal	• Risk Assessments • Immunization programs • Staff area training and induction • Standard precautions • First aid Training • PPE (e.g. mask) • Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0468	15-04-17	B13	Library Building	Library Building	Students, Visitors and General Public	• Unfamiliar with University procedures: ◦ occupational, health and safety ◦ environmental • Activities that adversely impact on the University environment and/or staff • Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• Security guards at gates/buildings • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 3- Roles and Responsibilities • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 14- Audit and Inspection	• Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0469	15-04-17	B13	Library Building	Library Building	After Hours on Campus	• Working Alone • Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	• Security guards at gates/buildings • Security patrols at regular intervals • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	• Restricted access to University buildings and property • Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0470	15-04-17	B13	Library Building	Library Building	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0471	15-04-17	B13	Library Building	Library Building	Using mobile equipment such as pallet lifter or forklift	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Fumes from mobile equipment in closed areas	FAI / LTI / MTI / PD / Fatality / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 6- Risk Management • QU HSEMS Part11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Preoperational checks and log book • Training (Licensed operators for forklifts and some other mobile plant) • Level of supervision appropriate to level of operator training and skill • Restricted access (keys held by authorized person when not in use) • Traffic management plan • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Equipment Purchasing checklist which includes purchase of appropriate equipment for the area and tasks (e.g. electric forklift in enclosed area)	E	1	Moderate		
PL-ES-006-RA-0472	15-04-17	B13	Library Building	Library Building	Using lifting equipment such as a truck mounted crane and other lifting devices	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Lack of/inappropriate safety features such as SLI and emergency stops • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Manual handling injuries associated with setting up slings and rigging equipment • Loss of load due to: - o failure of lifting gear - o failure of rigging supplies - o poorly rigged/tied loads	FAI / LTI / MTI / PD / Fatality / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	E	2	Significant	• Emergency stops • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 6- Risk Management • QU HSEMS Part11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Preoperational checks and log book • Training (Licensed riggers for lifting operations) • Level of supervision appropriate to level of operator training and skill • Restricted access • Scheduled maintenance for mobile equipment • Scheduled maintenance and appropriate storage for slings and lifting gear • Slings and lifting gear that meet QCS 2010 • Standard Operating Procedures • Equipment Registers • Purchasing checklist – Equipment and equipment	E	1	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0473	15-04-17	B13	Library Building	Library Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate		
PL-ES-006-RA-0474	15-04-17	B13	Library Building	Library Building	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0475	15-04-17	B13	Library Building	Library Building	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2-	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0476	15-04-17	B13	Library Building	Library Building	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments o Risk assessment prior to work on electrical installation o Risk assessment prior to work on energized electrical equipment	E	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0477	15-04-17	B13	Library Building	Library Building	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: o repetitive or sustained application of force o repetitive or sustained awkward posture o repetitive or sustained movement o application of high force o exposure to sustained vibration o handling of a person or an animal o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines• Manual handling training• Workstation Ergonomic Assessment Training• Manual handling risk assessments• Mechanical aids and lifting devices: o trolleys o forklifts o pedestrian stackers and walkers o platform ladders o hoists• Work station risk assessments (Keyboard and Work Station Checklists)• Repurchase checklists• Internal ergonomic and manual handling expert• Induction Compliance Checklist	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0478	15-04-17	B13	Library Building	Library Building	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0479	15-04-17	B13	Library Building	Library Building	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0480	15-04-17	B13	Library Building	Library Building	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0481	15-04-17	B13	Library Building	Library Building	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0482	15-04-17	B13	Library Building	Library Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0483	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to:• inappropriate work station layout and design• unsuitable computer based equipment and/or office furniture• long periods of data entry without breaks• Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0484	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0485	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0486	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0487	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0488	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0489	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0490	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0491	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0492	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-0493	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Fieldwork	- Heat stress and exhaustion - Field trip and activities - Adverse environmental impact from field trip activities - Unexpected events/emergency - Driving and travel arrangement - Remote locations - Faulty equipment - Unfamiliar working condition - Loss of communication with emergency services - Fire	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation	- Develop a communication plan with regards to itinerary - Emergency contact details and means of communication. - Enforce a buddy system if the risk assessment identifies trip to be high-risk. - Ensure employees have appropriate ID. - Field trip Risk assessment and plan - Communication and Emergency Procedures - Use PPE - Fire extinguishers to be available in all vehicles	C	2	Low	Department Heads	
PL-ES-006-RA-0494	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Travel Abroad	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. - Ensure employees have international medical insurance.	D	1	Moderate	Department Heads	
PL-ES-006-RA-0495	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Visiting construction Sites	- No safety induction - Appropriate PPE not provided - Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation	- Provide construction safety training to staff that frequent construction sites. - Ensure staff undergoes safety induction at site. - Communicate Emergency contact information and procedures to staff. - Provide PPE for QU staff.	C	2	Low	Department Heads	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0496	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant	Department Heads	
PL-ES-006-RA-0497	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training	D	1	Moderate	Department Heads	
PL-ES-006-RA-0498	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate	Department Heads	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0499	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Students, Visitors and General Public	• Unfamiliar with University procedures: - o occupational, health and safety - o environmental • Activities that adversely impact on the University environment and/or staff • Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• Security guards at gates/buildings • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 3- Roles and Responsibilities • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 14- Audit and Inspection	• Restricted access to University buildings and property	C	2	Low	Department Heads	
PL-ES-006-RA-0500	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	After Hours on Campus	• Working Alone • Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	• Security guards at gates/buildings • Security patrols at regular intervals • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	• Restricted access to University buildings and property • Staff area training and induction	C	1	Low	Department Heads	
PL-ES-006-RA-0501	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0502	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Catering / Food Services	• Slips and trips • Contact with steam, hot water, hot oil and hot surfaces • Knives / Sharps • Food handling / contamination could lead to food poisoning • Gas appliances	Potential FAI / LTI / MTI / Fire / Explosion / Workers Compensation Claim, Raised WC Premiums.	Law No. 8 of 1990 on Food Control Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 02-Electrical Safety • QU SOP 03- Compressed Gas Cylinders	• Catering / food service contracts to address: ◦ Caterers / food suppliers develop food safety management program ◦ Food safety training for catering staff ◦ Good housekeeping practices ◦ Spills cleaned up immediately ◦ HSE training for catering staff ◦ Daily checks of gas appliances • Emergency shutoff button for gas system • First aid kits and first aiders • Fire extinguishers and fire blankets	C	2	Low		
PL-ES-006-RA-0503	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Use of fixed mechanical equipment such as: • lathe • guillotine • press • pedestal drill • pedestal grinder • finisher • band saw • bench saw	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Lack of/inappropriate safety features such as guarding and emergency stops • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Electrocuton/shock from electrical equipment • Manual handling injuries from poor posture, lifting and interaction with equipment • Difficult access to equipment due to poor housekeeping arrangements • Noise exposure	FAI / LTI / MTI / PD / Fire / Asset Damage / Hearing Loss / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002	D	3	Significant	• University Laboratory Safety Policy • Emergency stops • Guarding and engineering controls • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 6- Risk Management • QU HSEMS Part11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU SOP 02- Electrical Safety • QU TG 04- Machine Safety • QU TG 07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments (include manual handling requirements for the equipment and associated activities) • Training • Level of supervision appropriate to level of operator training and skill • Restricted access • Scheduled maintenance • Preoperational checks • Standard Operating Procedures • Equipment Registers • Equipment Purchasing checklist • Testing and tagging of electrical equipment • Scheduled workshop inspections • Workshop cleaning and housekeeping rules • Signage • Noise risk assessments • Audiometric testing for operators	D	2	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-0504	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Maintenance of equipment – routine preventative and repair	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Fumes from mobile equipment in closed areas	FAI / LTI / MTI / PD / Fatality / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Equipment Risk Assessment • Isolation/lock out-tag out (LOTO) procedures • Standard maintenance procedures • Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Heads / Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU SP 02-Electrical Safety • QU TG04- Machine Safety						
PL-ES-006-RA-0505	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Welding	• Manual handling injuries from moving welding equipment/cylinders • Fumes • Burns from hot metal • Welding arc – flash • Gas leak from welding hoses • Flashback • Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	E	2	Significant	• University Operations and Maintenance Workers safety policy • Use appropriate PPE • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU SOP 03- Compressed Gas Cylinders • QU TG 01-Chemical Safety • QU TG 07- Construction, Operations, and Maintenance Safety	• Risk assessment to determine if activity is defined as “hot work” • MSDS for welding rods and other chemicals • Dedicated welding area • Mechanical ventilation/extraction • Welding equipment secured and cylinders placed on trolley • Welding equipment checked and maintained • Hoses checked and maintained • Flashback arrestors attached to both • Welding activity earthed • Trained operator	E	1	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-0506	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0507	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-0508	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & StandardsQatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0509	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0510	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0511	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0512	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0513	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0514	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0515	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Receipt of chemicals into the laboratory	- Unknown chemical properties and safe handling/storage requirements - Handling and managing toxic/dangerous chemicals - Chemicals that require special permits, licensing requirements and so on - Inadequate and/or unavailable storage facilities - Chemicals delivered to wrong area or an area not appropriately set up for receipt of chemicals - Damaged packaging: - physical exposure - fume - spills and leaks	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Use lifting aids and trolleys for larger items - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 01- Chemical Safety	- MSDS obtained prior to purchase/order of chemical(s) - Risk assessment of area where chemicals are delivered - Training provided for staff who receive chemical deliveries - Chemical risk assessments including compatibility assessment - Rationalizing chemical supplies to ensure: - ordering minimum quantities - compatibility of chemicals - adequate storage facilities and space available - all required signage and PPE is available - Substituting less toxic chemicals and pre-mixed solutions where possible - Use of purpose built chemical cupboards - bounded storage areas - Chemical training for staff - Chemicals Inventory System - Use personal protective equipment as described in the MSDS - Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0516	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Storage of chemicals	- Incompatible chemicals stored together leading to fire and or explosion - Damaged, removed or incorrect labels - Damaged containers - Chemicals stored in inappropriate areas. For example corrosive chemicals stored under a sink and not a purpose built corrosives locker - Toxic fumes - Chemical spills and leaks - Manual handling hazards associated with large heavy containers of chemical - Time sensitive chemicals – properties of chemicals alter , can become unstable	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Warning signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.4- Spill Response Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Risk assessments to determine appropriate storage and separation arrangements and packaging requirements - Categorization and labelling of chemicals according to UN Classification / Annex 8 of the Executive By-Law for the Protection of the Environment - Use of chemical lockers: - corrosives locker - toxics locker - flammables locker - All chemicals stored in drip trays and/or bounded areas - Where ever possible chemicals stored in their original containers/packaging. Where this is not appropriate a risk assessment is undertaken to ensure correct packaging and labelling - Chemicals in small sized containers to reduce weight - Time sensitive chemicals dated and monitored through scheduled workplace inspections - Use personal protective equipment described in the MSDS - Training for personnel responsible for storing and accessing chemicals - Access to chemical storage restricted to authorized personnel only - Laboratory HSE induction and emergency training - Keep stock of chemicals to the minimum	E	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
													• Prepare and maintain an updated site plan showing locations of hazardous materials storage areas, emergency and fire-fighting equipment, and emergency exits • Establish spill management procedure according to MSDS					

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0517	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Exposure to chemicals through handling and usage	• Incompatible chemicals mixed together causing: ◦ fire ◦ explosion ◦ release of toxic fumes • Creating unknown new chemicals • Increased risk of unsafe atmosphere where gas cylinders are used indoors • Damaged, removed or incorrect labels • Chemicals used in inappropriate containers • Chemicals used in inappropriate areas • Toxic fumes and leakage from chemical experiments • Fire and explosion during decanting • Physical contact with a chemical • Manual handling hazards associated with large heavy containers of chemical • Manual handling injuries from moving and setting up gas cylinders	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	• University Laboratory Safety Policy • University Compressed Gas Cylinder Use, Handling, Storage and Disposal Procedure • Fume cupboards • Gas cylinders secured • Use lifting aids and trolleys for larger items • Cylinder trolleys • Emergency procedures in place • Spill kits available • First aid kits • Trained first aiders • Emergency shower and / or eyewash stations • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 01- Chemical Safety	• Risk assessments to determine chemical properties, chemicals compatibility and appropriate handling arrangements • Compatible equipment used with chemicals • Chemicals in small sized containers to reduce weight • Chemicals labeled • Use personal protective equipment described in the MSDS • Chemical Laboratory Safety Training for all personnel using chemicals • Access to chemical storage restricted to authorized personnel only • Adequate supervision with regards to level of training and experience • Manual handling training for gas cylinders • Laboratory HSE induction and emergency training • Adequate ventilation	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0518	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Using a pipette	• Repetitive motion of hands • Long duration of activity • Contamination	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004	C	3	Moderate	• University Laboratory Safety Policy • Use PPE • Spill kits available • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 01- Chemical Safety	• Manual Handling Risk Assessment • Where ever possible use: ◦ multipipette to reduce repetitive motions ◦ electronic assisted pipettes ◦ pipettes with ergonomic design • Use secondary containment, where practical	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0519	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Using a fume cupboard	- Fume cupboard not appropriate for laboratory use - Contamination to atmosphere either outside environment or within laboratory - Power failure or other failure (e.g. mechanical) of cupboard - Using fume cupboard for storing chemicals not in use	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- University Laboratory Safety Policy - Use PPE - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11 - Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG01- Chemical Safety	- Risk assessment to determine type of fume cupboard: - bench-type - recirculating cupboard - walk-in cupboard - Scheduled maintenance and inspection - Alarms and procedures in place where cupboard “fails” - Good housekeeping and cleaning procedures - Filter systems and appropriate extraction - Chemicals not stored in fume cupboards and controls adopted for storage of chemicals	D	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0520	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Disposal of chemicals	- Damaged, removed or incorrect labels - Chemicals stored in inappropriate containers - Uncontrolled access to chemical wastes - Manual handling injuries from large containers	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Chemicals waste removed by MOE licensed contractor - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7 - Contractor Management - QU HSEMS Part 11 - Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG01- Chemical Safety - QU SOP04- Hazardous Waste Disposal	- Chemicals labeled and disposed of in appropriate containers - Risk assessment of area where chemicals are picked up for disposal - Restricted access where appropriate - HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0521	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Handling glassware	• Lacerations from broken glass • Burns from handling heated glass • Poisoning from contaminated glass	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • First aid kits • Trained first aiders • Use PPE • Spill kits available • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8 - Emergency Management • QU HSEMS Part 11 - Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Staff training in basic use and care of glassware • Use laboratory glassware • All glassware checked prior to use • Processes that may put glass under stress (e.g. vacuum) fully enclosed/guarded • Heated glass handled according to localized procedures • Damaged and broken glass disposed of in designated waste	D	2	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0522	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Transport, storage and use of Gas Cylinders	• Dropped or damaged gas cylinders • Release of gas in confined space, causing either cryogenic injuries, corrosive burns, toxic poisoning, or asphyxiation • Escape of flammable gases from gas cylinder or valve causes fire or explosion • Transportation of full and empty gas cylinder across campus • Attaching and disconnecting regulators from gas cylinders	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution 130 of 1998 on Regulating the Circulation of Gas Cylinders	D	3	Significant	• University compressed gas cylinder use, handling, storage and disposal procedure • University Laboratory Safety Policy • Gas cylinders secured upright and chained • Ensure appropriate fire extinguisher and blanket are in laboratory • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8 - Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP04- Compressed Gas Cylinders	• Where ever possible gas cylinders stored outside in purpose built areas, and gases plumbed in via tubing. If not possible, ensure area is well ventilated. • Gas cylinders stored inside stored in minimum quantities with continuous atmospheric monitoring • Gas cylinders stored away from corrosive substances • Flammable gas cylinders should not be stored near oxidants and shall be kept away from ignition sources • Use PPE • Gas cylinders should be properly labeled with their contents • Do not store full and empty cylinders together • Use the correct regulator for the type of gas and the pressure of the cylinder, and always check for leaks after connecting a regulator to a cylinder or making any other connections e.g.. In gas tubing • Always transport cylinders in a cylinder trolley, with the chain correctly fastened across the front. • Obtain and read the MSDSs for all gas cylinders used • Training of users on usage, handling, transportation and disposal of gas cylinder	D	2	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0523	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA 70E: Standard for Electrical Safety in the Workplace Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0524	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Purchase and receipt of microorganisms or biological agents	• Microorganisms or biological agents: ◦ in uncontrolled area ◦ received by untrained staff ◦ special permits and/or other requirements not met	Illness / Workers Compensation Claim Raised WC Premiums.	Labor Law No. 14 of 2004 Law No 17 of 1990 on Protection from Infectious Diseases	C	3	Moderate	• University Laboratory Safety Policy • Emergency procedures in place • Spill kits available • First aid kits • Trained first aiders • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02- Biological Safety	• University Biosafety Officer • Dedicated delivery area • Staff taking delivery are trained for receipt and handling of microorganisms or biological materials • Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0525	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Exposure to harmful microorganisms, biological agents or recombinant DNA	- Working with harmful microorganisms, biological agents or recombinant DNA that can pose risk to humans, animals or plants through: - accidental exposure - accidental removal of contaminant outside the laboratory - deliberate removal (e.g. theft) of contaminant outside the laboratory - spillage	Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005	E	2	Significant	- University Laboratory Safety Policy - Restricted access to authorized personal and away from public areas/access - Smooth and easy to clean surfaces - Autoclave - Emergency shower and eyewash station - Spill kits and clean up procedures - Supply of appropriate PPE and clothing - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- MSDS for microorganisms/biological substances - Risk assessment - Signage displaying biological hazard symbol and level of containment (on door or near entrance) - Hands free washing facilities - Water supply with backflow prevention - Directional airflow by extracting room air - Refrigerator with biological hazard symbol - Suitable storage for PPE and hooks for lab coats - Containers clearly labelled - Biological Laboratory Safety Training for all laboratory personnel - Supervision at level appropriate to level of personnel competency - Laboratory HSE induction and emergency training - Personnel training for response to spills - MSDS and procedures for use of associated chemicals - Health screening and immunization program - Health monitoring / surveillance	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0526	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Using an autoclave	- Touching hot surfaces – burns - Exposure to steam - burns - Autoclave not reaching required temperature and/or pressure - Failure of the autoclave - Slips from wet floor - Manual handling from lifting and moving objects in and out to the autoclave	FAI / LTI / MTI / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Personal Protective Equipment - All liquid spills cleaned up immediately - Spill kits available - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Equipment Risk Assessments - Manual Handling Risk Assessments - Personnel Training - Scheduled maintenance and calibration - Annual registration - Laboratory HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0527	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Using centrifuge	- Centrifuge falls off bench - Contents escape during use - Hand/clothing caught in moving parts - Centrifuge becomes contaminated during use	FAI / LTI / MTI / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- University Laboratory Safety Policy - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Centrifuge fixed to bench during operation - Centrifuge not placed inside a Class I or Class II Biological Safety Cabinet - Equipment Risk assessment - Centrifuge moving parts guarded - Inspected prior to use - Inspection log book - Contents secured and “locked” during use - Cleaning procedures following use of centrifuge - Laboratory HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0528	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Using a pipette	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Manual Handling Risk Assessment - Where ever possible use: - multipipette to reduce repetitive motions - electronic assisted pipettes - pipettes with ergonomic design - Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0529	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Using sharps such as needles	Accidental sharps injury and possible infection	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - First aid kit - Trained first aider - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Local procedures and training for handling and disposing of sharps - Laboratory HSE induction and emergency training - First aid and follow up screening where required - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	2	Moderate	Department Heads / Lab Supervisors	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0530	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Using a biological safety cabinet	- Biological safety cabinet not appropriate for laboratory use or biosafety level - Contamination of cabinet - Power failure or other failure (e.g. mechanical) of cabinet	Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	2	Significant	- University Laboratory Safety Policy - Good housekeeping and cleaning procedures - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Risk assessment to determine type of biological safety cabinet: - Class I - Class II - Laminar flow - Heap filter etc. - Scheduled maintenance and inspection - Alarms and procedures in place where cabinet “fails” - Laboratory HSE induction and emergency training	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0531	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Disposal of biological wastes	- Damaged, removed or incorrect labels - Biological wastes stored in inappropriate containers - Uncontrolled access to biological wastes	Illness / Workers Compensation Claim Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Biological waste removed by MOE licensed contractor - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP04- Hazardous Waste Disposal - QU TG 02- Biological Safety	- Risk assessment of area where biological wastes are picked up for disposal - Restricted access where appropriate - Laboratory HSE induction and emergency training	B	2	Negligible	Department Heads / Lab Supervisors	
PL-ES-006-RA-0532	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Handling glassware	- Lacerations from broken glass - Burns from handling heated glass - injection of biologicals from contaminated glass	FAI / LTI / MTI / Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Use PPE - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan	- Staff training in basic use and care of glassware - All glassware checked prior to use - Processes that may put glass under stress (e.g. vacuum) fully enclosed/guarded - Heated glass handled according to localized procedures - Laboratory HSE induction and emergency training - Damaged and broken glass disposed of in designated waste	D	2	Moderate	Department Heads / Lab Supervisors	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit						
PL-ES-006-RA-0533	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Working with Animals	• Infectious animals • Animals escaping enclosures • Manual handling • Animal and infectious wastes • Zoonotic organisms • Large animals • Anesthetic agents • Animal allergens • Glove use and frequent hand washing • Genetically Modified Animals	FAI / LTI / MTI / Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • First aid kits • Trained first aiders • Use PPE • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG02- Biological Safety	• Risk Assessments • Human Immunization • Animal immunization • Animal Ethics policies • Restricted areas • Staff area training and induction	D	2	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0534	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA Codes & Standard Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01- Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0535	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Ionizing Radiation	- Working with ionizing radiation (including different types of ionizing radiation) - Ionizing radiation storage and transport - Ionizing radiation wastes - Deterministic and stochastic injuries/ill health	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Law 31 of 2002 on the Protection Against Radiation Resolution No. 4 of 2003, Executive Draft of Law No. 31 of 2002 on the Protection Against Radiation Decision of the Chairman of the SCENR No 11 of 2005, Instruction for Radioactive Waste Management	E	3	Extreme	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Personal monitoring (badges) - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU TG03- Radiation Safety	- Secured radiation storage area(s) - Contamination environmental monitoring - Radiation Management Plan - Register Ionizing Radiation Sources - Radiation Safety Officer - Radiation Safety Committee - Radiation safety risk assessments, with a view of identifying regulatory requirements relevant / applicable to the university - Staff area induction and training - Ionizing Radiation Training - Standard operating procedures - Radiation spill kits - Radiation safety / hazard warning signage	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0536	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Non-Ionizing Radiation (excluding outdoors)	- Excessive exposure to non-ionizing radiation - Hazards associated different types of non-ionizing radiation including: - UV - lasers - microwaves - infrared - magnetic resonance - high frequency - low frequency	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Law 31 of 2002 on the Protection Against Radiation Resolution No. 4 of 2003, Executive Draft of Law No. 31 of 2002 on the Protection Against Radiation	C	3	Moderate	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU TG03- Radiation Safety	- Radiation Safety Officer - Radiation Safety Committee - Risk assessments - Standard operating procedures - Staff area induction and training - Laser Safety Training - Non-Ionizing Radiation Training - Non-ionizing radiation equipment register	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0537	15-04-17	BCR	BCR (A-E) CAS(Men)	BCR (A-E) CAS(Men)	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA Codes & Standard Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments - o Risk assessment prior to work on electrical installation - o Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0538	15-04-17	BCR	BCR (F-J) College of Engineering	BCR (F-J) College of Engineering	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0539	15-04-17	BCR	BCR (F-J) College of Engineering	BCR (F-J) College of Engineering	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: - o frequently used items difficult to access - o heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0540	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0541	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0542	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0543	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0544	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0545	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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PL-ES-006-RA-0546	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0547	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0548	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Fieldwork	• Heat stress and exhaustion • Field trip and activities • Adverse environmental impact from field trip activities • Unexpected events/ emergency • Driving and travel arrangement • Remote locations • Faulty equipment • Unfamiliar working condition • Loss of communication with emergency services • Fire	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	• Develop a communication plan with regards to itinerary • Emergency contact details and means of communication. • Enforce a buddy system if the risk assessment identifies trip to be high-risk. • Ensure employees have appropriate ID. • Field trip Risk assessment and plan • Communication and Emergency Procedures • Use PPE • Fire extinguishers to be available in all vehicles	C	2	Low	Department Heads	
PL-ES-006-RA-0549	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate	Department Heads	

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PL-ES-006-RA-0550	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Visiting construction Sites	- No safety induction - Appropriate PPE not provided - Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Provide construction safety training to staff that frequent construction sites. - Ensure staff undergoes safety induction at site. - Communicate Emergency contact information and procedures to staff. - Provide PPE for QU staff.	C	2	Low	Department Heads	
PL-ES-006-RA-0551	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant	Department Heads	
PL-ES-006-RA-0552	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate	Department Heads	

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PL-ES-006-RA-0553	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU TG 07-Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate	Department Heads	
PL-ES-006-RA-0554	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 3-Roles and Responsibilities - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 14-Audit and Inspection	Restricted access to University buildings and property	C	2	Low	Department Heads	
PL-ES-006-RA-0555	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low	Department Heads	

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PL-ES-006-RA-0556	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0557	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Catering / Food Services	• Slips and trips • Contact with steam, hot water, hot oil and hot surfaces • Knives / Sharps • Food handling / contamination could lead to food poisoning • Gas appliances	Potential FAI / LTI / MTI / Fire / Explosion / Workers Compensation Claim, Raised WC Premiums.	Law No. 8 of 1990 on Food Control Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 02-Electrical Safety • QU SOP 03- Compressed Gas Cylinders	• Catering / food service contracts to address: ◦ Caterers / food suppliers develop food safety management program ◦ Food safety training for catering staff ◦ Good housekeeping practices ◦ Spills cleaned up immediately ◦ HSE training for catering staff ◦ Daily checks of gas appliances • Emergency shutoff button for gas system • First aid kits and first aiders • Fire extinguishers and fire blankets • PPE	C	2	Low		

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PL-ES-006-RA-0558	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Use of fixed mechanical equipment such as: • lathe • guillotine • press • pedestal drill • pedestal grinder • finisher • band saw • bench saw	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Lack of/inappropriate safety features such as guarding and emergency stops • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Electrocuton/shock from electrical equipment • Manual handling injuries from poor posture, lifting and interaction with equipment • Difficult access to equipment due to poor housekeeping arrangements • Noise exposure	FAI / LTI / MTI / PD / Fire / Asset Damage / Hearing Loss / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002	D	3	Significant	• University Laboratory Safety Policy • Emergency stops • Guarding and engineering controls • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 6- Risk Management • QU HSEMS Part11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU SOP 02- Electrical Safety • QU TG 04- Machine Safety • QU TG 07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments (include manual handling requirements for the equipment and associated activities) • Training • Level of supervision appropriate to level of operator training and skill • Restricted access • Scheduled maintenance • Preoperational checks • Standard Operating Procedures • Equipment Registers • Equipment Purchasing checklist • Testing and tagging of electrical equipment • Scheduled workshop inspections • Workshop cleaning and housekeeping rules • Safety signage • Noise risk assessments • Audiometric testing for operators • Selection of quiet equipment / devices	D	2	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-0559	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Maintenance of equipment – routine preventative and repair	• Lack of maintenance personnel competency/training • Risks associated with working on unguarded parts of equipment (e.g. entrapment) • Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG04- Machine Safety	• Equipment Risk Assessment • Isolation/lock out-tag out (LOTO) procedures • Standard maintenance procedures • Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Heads / Supervisors	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0560	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Welding	- Manual handling injuries from moving welding equipment/cylinders - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-0561	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0562	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0563	15-04-17	BCR	BCR (F-J) College of Engineering	BCR (F-J) College of Engineering	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-0564	15-04-17	BCR	BCR (F-J) College of Engineering	BCR (F-J) College of Engineering	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0565	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Equipment	• Lack of operator competency/training• Unassessed plant and equipment• Lack of/inappropriate guarding• Unrestricted access• Poor management of equipment• Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy• Personal protective equipment• QU HSEMS Part 2- HSE Policy• QU HSEMS Part 6- Risk Management• QU HSEMS Part 7- Contractor Management• QU HSEMS Part 11- Training and Competency• QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation• QU HSEMS Part 14- Inspection and Audit• QU SP 02-Electrical Safety• QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments• Guarding and engineering controls• Emergency stops• Training and supervision• Restricted access• Scheduled maintenance• Standard Operating Procedures• Equipment Registers• Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0566	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Confined Spaces	• Unrestricted access to confined spaces• Inadequate risk assessment of confined space• Inadequate identification of confined space• Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy• QU HSEMS Part 2- HSE Policy• QU HSEMS Part 6- Risk Management• QU HSEMS Part 7- Contractor Management• QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system• Confined space entry training• Confined space emergency procedures• Confined Spaces Authorizing Officers• Safety signage• Confined space risk assessments• Safe work method statements• Confined spaces register• Restricted access• Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0567	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0568	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0569	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0570	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Receipt of chemicals into the laboratory	- Unknown chemical properties and safe handling/storage requirements - Handling and managing toxic/dangerous chemicals - Chemicals that require special permits, licensing requirements and so on - Inadequate and/or unavailable storage facilities - Chemicals delivered to wrong area or an area not appropriately set up for receipt of chemicals - Damaged packaging: - physical exposure - fume - spills and leaks	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Use lifting aids and trolleys for larger items - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 01- Chemical Safety	- MSDS obtained prior to purchase/order of chemical(s) - Risk assessment of area where chemicals are delivered - Training provided for staff who receive chemical deliveries - Chemical risk assessments including compatibility assessment - Rationalizing chemical supplies to ensure: - ordering minimum quantities - compatibility of chemicals - adequate storage facilities and space available - all required signage and PPE is available - Substituting less toxic chemicals and pre-mixed solutions where possible - Use of purpose built chemical cupboards - bounded storage areas - Chemical training for staff - Chemicals Inventory System - Use personal protective equipment as described in the MSDS - Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0571	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Storage of chemicals	- Incompatible chemicals stored together leading to fire and or explosion - Damaged, removed or incorrect labels - Damaged containers - Chemicals stored in inappropriate areas. For example corrosive chemicals stored under a sink and not a purpose built corrosives locker - Toxic fumes - Chemical spills and leaks - Manual handling hazards associated with large heavy containers of chemical - Time sensitive chemicals – properties of chemicals alter , can become unstable	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Warning signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.4- Spill Response Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Risk assessments to determine appropriate storage and separation arrangements and packaging requirements - Categorization and labelling of chemicals according to UN Classification / Annex 8 of the Executive By-Law for the Protection of the Environment - Use of chemical lockers: - corrosives locker - toxics locker - flammables locker - All chemicals stored in drip trays and/or bounded areas - Where ever possible chemicals stored in their original containers/packaging. Where this is not appropriate a risk assessment is undertaken to ensure correct packaging and labelling - Chemicals in small sized containers to reduce weight - Time sensitive chemicals dated and monitored through scheduled workplace inspections - Use personal protective equipment described in the MSDS - Training for personnel responsible for storing and accessing chemicals - Access to chemical storage restricted to authorized personnel only - Laboratory HSE induction and emergency training - Keep stock of chemicals to the minimum - Prepare and maintain an updated site plan showing locations of hazardous materials storage areas, emergency and fire-fighting equipment, and emergency exits - Establish spill management procedure according to MSDS	E	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0572	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Exposure to chemicals through handling and usage	- Incompatible chemicals mixed together causing: - fire - explosion - release of toxic fumes - Creating unknown new chemicals - Increased risk of unsafe atmosphere where gas cylinders are used indoors - Damaged, removed or incorrect labels - Chemicals used in inappropriate containers - Chemicals used in inappropriate areas - Toxic fumes and leakage from chemical experiments - Fire and explosion during decanting - Physical contact with a chemical - Manual handling hazards associated with large heavy containers of chemical - Manual handling injuries from moving and setting up gas cylinders	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	- University Laboratory Safety Policy - University Compressed Gas Cylinder Use, Handling, Storage and Disposal Procedure - Fume cupboards - Gas cylinders secured - Use lifting aids and trolleys for larger items - Cylinder trolleys - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Emergency shower and / or eyewash stations - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Risk assessments to determine chemical properties, chemicals compatibility and appropriate handling arrangements - Compatible equipment used with chemicals - Chemicals in small sized containers to reduce weight - Chemicals labeled - Use personal protective equipment described in the MSDS - Chemical Laboratory Safety Training for all personnel using chemicals - Access to chemical storage restricted to authorized personnel only - Adequate supervision with regards to level of training and experience - Manual handling training for gas cylinders - Laboratory HSE induction and emergency training - Adequate ventilation	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0573	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Using a pipette	- Repetitive motion of hands - Long duration of activity - Contamination	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004	C	3	Moderate	- University Laboratory Safety Policy - Use PPE - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Manual Handling Risk Assessment - Where ever possible use: - multipipette to reduce repetitive motions - electronic assisted pipettes - pipettes with ergonomic design - Use secondary containment, where practical	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0574	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Using a fume cupboard	• Fume cupboard not appropriate for laboratory use • Contamination to atmosphere either outside environment or within laboratory • Power failure or other failure (e.g. mechanical) of cupboard • Using fume cupboard for storing chemicals not in use	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	• University Laboratory Safety Policy • Use PPE • Spill kits available • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11 - Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG01- Chemical Safety	• Risk assessment to determine type of fume cupboard: ◦ bench-type ◦ recirculating cupboard ◦ walk-in cupboard • Scheduled maintenance and inspection • Alarms and procedures in place where cupboard “fails” • Good housekeeping and cleaning procedures • Filter systems and appropriate extraction • Chemicals not stored in fume cupboards and controls adopted for storage of chemicals	D	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0575	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Disposal of chemicals	• Damaged, removed or incorrect labels • Chemicals stored in inappropriate containers • Uncontrolled access to chemical wastes • Manual handling injuries from large containers	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • Chemicals waste removed by MOE licensed contractor • Emergency procedures in place • Spill kits available • First aid kits • Trained first aiders • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7 - Contractor Management • QU HSEMS Part 11 - Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG01- Chemical Safety • QU SOP04- Hazardous Waste Disposal	• Chemicals labeled and disposed of in appropriate containers • Risk assessment of area where chemicals are picked up for disposal • Restricted access where appropriate • HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0576	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Handling glassware	• Lacerations from broken glass • Burns from handling heated glass • Poisoning from contaminated glass	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • First aid kits • Trained first aiders • Use PPE • Spill kits available • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8 - Emergency Management • QU HSEMS Part 11 - Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Staff training in basic use and care of glassware • Use laboratory glassware • All glassware checked prior to use • Processes that may put glass under stress (e.g. vacuum) fully enclosed/guarded • Heated glass handled according to localized procedures • Damaged and broken glass disposed of in designated waste	D	2	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0577	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Transport, storage and use of Gas Cylinders	• Dropped or damaged gas cylinders • Release of gas in confined space, causing either cryogenic injuries, corrosive burns, toxic poisoning, or asphyxiation • Escape of flammable gases from gas cylinder or valve causes fire or explosion • Transportation of full and empty gas cylinder across campus • Attaching and disconnecting regulators from gas cylinders	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution 130 of 1998 on Regulating the Circulation of Gas Cylinders	D	3	Significant	• University compressed gas cylinder use, handling, storage and disposal procedure • University Laboratory Safety Policy • Gas cylinders secured upright and chained • Ensure appropriate fire extinguisher and blanket are in laboratory • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8 - Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP04- Compressed Gas Cylinders	• Where ever possible gas cylinders stored outside in purpose built areas, and gases plumbed in via tubing. If not possible, ensure area is well ventilated. • Gas cylinders stored inside stored in minimum quantities with continuous atmospheric monitoring • Gas cylinders stored away from corrosive substances • Flammable gas cylinders should not be stored near oxidants and shall be kept away from ignition sources • Use PPE • Gas cylinders should be properly labeled with their contents • Do not store full and empty cylinders together • Use the correct regulator for the type of gas and the pressure of the cylinder, and always check for leaks after connecting a regulator to a cylinder or making any other connections e.g.. In gas tubing • Always transport cylinders in a cylinder trolley, with the chain correctly fastened across the front. • Obtain and read the MSDs for all gas cylinders used • Training of users on usage, handling, transportation and disposal of gas cylinder	D	2	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0578	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA 70E: Standard for Electrical Safety in the Workplace Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0579	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Purchase and receipt of microorganisms or biological agents	• Microorganisms or biological agents: ◦ in uncontrolled area ◦ received by untrained staff ◦ special permits and/or other requirements not met	Illness / Workers Compensation Claim Raised WC Premiums.	Labor Law No. 14 of 2004 Law No 17 of 1990 on Protection from Infectious Diseases	C	3	Moderate	• University Laboratory Safety Policy • Emergency procedures in place • Spill kits available • First aid kits • Trained first aiders • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02- Biological Safety	• University Biosafety Officer • Dedicated delivery area • Staff taking delivery are trained for receipt and handling of microorganisms or biological materials • Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0580	15-04-17	BCR	BCR (F-J) College of Engineering	BCR (F-J) College of Engineering	Exposure to harmful microorganisms, biological agents or recombinant DNA	- Working with harmful microorganisms, biological agents or recombinant DNA that can pose risk to humans, animals or plants through: - accidental exposure - accidental removal of contaminant outside the laboratory - deliberate removal (e.g. theft) of contaminant outside the laboratory - spillage	Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005	E	2	Significant	- University Laboratory Safety Policy - Restricted access to authorized personal and away from public areas/access - Smooth and easy to clean surfaces - Autoclave - Emergency shower and eyewash station - Spill kits and clean up procedures - Supply of appropriate PPE and clothing - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- MSDS for microorganisms/biological substances - Risk assessment - Signage displaying biological hazard symbol and level of containment (on door or near entrance) - Hands free washing facilities - Water supply with backflow prevention - Directional airflow by extracting room air - Refrigerator with biological hazard symbol - Suitable storage for PPE and hooks for lab coats - Containers clearly labelled - Biological Laboratory Safety Training for all laboratory personnel - Supervision at level appropriate to level of personnel competency - Laboratory HSE induction and emergency training - Personnel training for response to spills - MSDS and procedures for use of associated chemicals - Health screening and immunization program - Health monitoring / surveillance	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0581	15-04-17	BCR	BCR (F-J) College of Engineering	BCR (F-J) College of Engineering	Using an autoclave	- Touching hot surfaces – burns - Exposure to steam - burns - Autoclave not reaching required temperature and/or pressure - Failure of the autoclave - Slips from wet floor - Manual handling from lifting and moving objects in and out to the autoclave	FAI / LTI / MTI / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Personal Protective Equipment - All liquid spills cleaned up immediately - Spill kits available - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Equipment Risk Assessments - Manual Handling Risk Assessments - Personnel Training - Scheduled maintenance and calibration - Annual registration - Laboratory HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0582	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Using centrifuge	- Centrifuge falls off bench - Contents escape during use - Hand/clothing caught in moving parts - Centrifuge becomes contaminated during use	FAI / LTI / MTI / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- University Laboratory Safety Policy - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Centrifuge fixed to bench during operation - Centrifuge not placed inside a Class I or Class II Biological Safety Cabinet - Equipment Risk assessment - Centrifuge moving parts guarded - Inspected prior to use - Inspection log book - Contents secured and “locked” during use - Cleaning procedures following use of centrifuge - Laboratory HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0583	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Using a pipette	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Manual Handling Risk Assessment - Where ever possible use: - multipipette to reduce repetitive motions - electronic assisted pipettes - pipettes with ergonomic design - Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0584	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Using sharps such as needles	Accidental sharps injury and possible infection	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - First aid kit - Trained first aider - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Local procedures and training for handling and disposing of sharps - Laboratory HSE induction and emergency training - First aid and follow up screening where required - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	2	Moderate	Department Heads / Lab Supervisors	

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PL-ES-006-RA-0585	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Using a biological safety cabinet	- Biological safety cabinet not appropriate for laboratory use or biosafety level - Contamination of cabinet - Power failure or other failure (e.g. mechanical) of cabinet	Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	2	Significant	- University Laboratory Safety Policy - Good housekeeping and cleaning procedures - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Risk assessment to determine type of biological safety cabinet: - Class I - Class II - Laminar flow - Heap filter etc. - Scheduled maintenance and inspection - Alarms and procedures in place where cabinet “fails” - Laboratory HSE induction and emergency training	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0586	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Disposal of biological wastes	- Damaged, removed or incorrect labels - Biological wastes stored in inappropriate containers - Uncontrolled access to biological wastes	Illness / Workers Compensation Claim Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Biological waste removed by MOE licensed contractor - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP04- Hazardous Waste Disposal - QU TG 02- Biological Safety	- Risk assessment of area where biological wastes are picked up for disposal - Restricted access where appropriate - Laboratory HSE induction and emergency training	B	2	Negligible	Department Heads / Lab Supervisors	
PL-ES-006-RA-0587	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Handling glassware	- Lacerations from broken glass - Burns from handling heated glass - injection of biologicals from contaminated glass	FAI / LTI / MTI / Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Use PPE - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and	- Staff training in basic use and care of glassware - All glassware checked prior to use - Processes that may put glass under stress (e.g. vacuum) fully enclosed/guarded - Heated glass handled according to localized procedures - Laboratory HSE induction and emergency training - Damaged and broken glass disposed of in designated waste	D	2	Moderate	Department Heads / Lab Supervisors	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit						
PL-ES-006-RA-0588	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Working with Animals	• Infectious animals • Animals escaping enclosures • Manual handling • Animal and infectious wastes • Zoonotic organisms • Large animals • Anesthetic agents • Animal allergens • Glove use and frequent hand washing • Genetically Modified Animals	FAI / LTI / MTI / Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • First aid kits • Trained first aiders • Use PPE • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG02- Biological Safety	• Risk Assessments • Human Immunization • Animal immunization • Animal Ethics policies • Restricted areas • Staff area training and induction	D	2	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0589	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA Codes & Standard Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Safety						
PL-ES-006-RA-0590	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Ionizing Radiation	- Working with ionizing radiation (including different types of ionizing radiation) - Ionizing radiation storage and transport - Ionizing radiation wastes - Deterministic and stochastic injuries/ill health	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Law 31 of 2002 on the Protection Against Radiation Resolution No. 4 of 2003, Executive Draft of Law No. 31 of 2002 on the Protection Against Radiation Decision of the Chairman of the SCENR No 11 of 2005, Instruction for Radioactive Waste Management	E	3	Extreme	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Personal monitoring (badges) - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU TG03- Radiation Safety	- Secured radiation storage area(s) - Contamination environmental monitoring - Radiation Management Plan - Register Ionizing Radiation Sources - Radiation Safety Officer - Radiation Safety Committee - Radiation safety risk assessments, with a view of identifying regulatory requirements relevant / applicable to the university - Staff area induction and training - Ionizing Radiation Training - Standard operating procedures - Radiation spill kits - Radiation safety / hazard warning signage	E	1	Moderate	Department Heads / Lab Supervisors	

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PL-ES-006-RA-0591	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Non-Ionizing Radiation (excluding outdoors)	- Excessive exposure to non-ionizing radiation - Hazards associated different types of non-ionizing radiation including: - UV - lasers - microwaves - infrared - magnetic resonance - high frequency - low frequency	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Law 31 of 2002 on the Protection Against Radiation Resolution No. 4 of 2003, Executive Draft of Law No. 31 of 2002 on the Protection Against Radiation	C	3	Moderate	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU TG03- Radiation Safety	- Radiation Safety Officer - Radiation Safety Committee - Risk assessments - Standard operating procedures - Staff area induction and training - Laser Safety Training - Non-Ionizing Radiation Training - Non-ionizing radiation equipment register	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0592	15-04-17	BCR	BCR (F-J) College of Engineeri ng	BCR (F-J) College of Engineering	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA Codes & Standard Qatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0593	15-04-17	C01	College of Ayat & Sciences	College of Aart & Sciences	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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PL-ES-006-RA-0594	15-04-17	C01	College of Aarts & Sciences	College of Arts & Sciences	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - o frequently used items difficult to access - o heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0595	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0596	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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PL-ES-006-RA-0597	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0598	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Accessing the office	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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PL-ES-006-RA-0599	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0600	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 8.1-First Audi and Medical Emergency Plan - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0601	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 14-Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0602	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-0603	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Fieldwork	- Heat stress and exhaustion - Field trip and activities - Adverse environmental impact from field trip activities - Unexpected events/emergency - Driving and travel arrangement - Remote locations - Faulty equipment - Unfamiliar working condition - Loss of communication with emergency services - Fire	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation	- Develop a communication plan with regards to itinerary - Emergency contact details and means of communication. - Enforce a buddy system if the risk assessment identifies trip to be high-risk. - Ensure employees have appropriate ID. - Field trip Risk assessment and plan - Communication and Emergency Procedures - Use PPE - Fire extinguishers to be available in all vehicles	C	2	Low	Department Heads	
PL-ES-006-RA-0604	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Travel Abroad	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. - Ensure employees have international medical insurance.	D	1	Moderate	Department Heads	
PL-ES-006-RA-0605	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Visiting construction Sites	- No safety induction - Appropriate PPE not provided - Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation	- Provide construction safety training to staff that frequent construction sites. - Ensure staff undergoes safety induction at site. - Communicate Emergency contact information and procedures to staff. - Provide PPE for QU staff.	C	2	Low	Department Heads	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0606	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant	Department Heads	
PL-ES-006-RA-0607	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Infectious Diseases	• First aid activities • Infectious wastes • Pandemic influenza • Field workers going to areas that require immunization or that have particular disease risk • Laboratory workers handling blood or blood fluid products • Cleaners, security and housekeeping staff contracted used sharps • Staff with infectious diseases working in kitchen / cafeteria • Clinic and laboratory staff handling blood or body fluids • Clinic staff attending to a patient with an infectious / contagious disease • Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part8.1-First Aid and Medical Emergency Plan • QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU TG 02-Biological Safety • QU SP 04- Hazardous Waste Disposal	• Risk Assessments • Immunization programs • Staff area training and induction • Standard precautions • First aid Training • PPE (e.g. mask) • Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate	Department Heads	
PL-ES-006-RA-0608	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Working Outdoors	• Exposure to adverse weather conditions: ◦ thermal ◦ rain ◦ ultraviolet light exposure ◦ wind ◦ uncontrolled environment ◦ heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part8-Emergency Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-	• Risk assessments • Scheduled work at appropriate times and weather conditions • Appropriate PPE for weather conditions	D	2	Moderate	Department Heads	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0609	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low	Department Heads	
PL-ES-006-RA-0610	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low	Department Heads	
PL-ES-006-RA-0611	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0612	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Catering / Food Services	- Slips and trips - Contact with steam, hot water, hot oil and hot surfaces - Knives / Sharps - Food handling / contamination could lead to food poisoning - Gas appliances	Potential FAI / LTI / MTI / Fire / Explosion / Workers Compensation Claim, Raised WC Premiums.	Law No. 8 of 1990 on Food Control Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 02-Electrical Safety - QU SOP 03- Compressed Gas Cylinders	- Catering / food service contracts to address: - Caterers / food suppliers develop food safety management program - Food safety training for catering staff - Good housekeeping practices - Spills cleaned up immediately - HSE training for catering staff - Daily checks of gas appliances - Emergency shutoff button for gas system - First aid kits and first aiders - Fire extinguishers and fire blankets - PPE	C	2	Low		
PL-ES-006-RA-0613	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0614	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11-	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0615	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-0616	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0617	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0618	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0619	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0620	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0621	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0622	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Receipt of chemicals into the laboratory	- Unknown chemical properties and safe handling/storage requirements - Handling and managing toxic/dangerous chemicals - Chemicals that require special permits, licensing requirements and so on - Inadequate and/or unavailable storage facilities - Chemicals delivered to wrong area or an area not appropriately set up for receipt of chemicals - Damaged packaging: - physical exposure - fume - spills and leaks	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Use lifting aids and trolleys for larger items - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 01- Chemical Safety	- MSDS obtained prior to purchase/order of chemical(s) - Risk assessment of area where chemicals are delivered - Training provided for staff who receive chemical deliveries - Chemical risk assessments including compatibility assessment - Rationalizing chemical supplies to ensure: - ordering minimum quantities - compatibility of chemicals - adequate storage facilities and space available - all required signage and PPE is available - Substituting less toxic chemicals and pre-mixed solutions where possible - Use of purpose built chemical cupboards - bounded storage areas - Chemical training for staff - Chemicals Inventory System - Use personal protective equipment as described in the MSDS - Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0623	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Storage of chemicals	- Incompatible chemicals stored together leading to fire and or explosion - Damaged, removed or incorrect labels - Damaged containers - Chemicals stored in inappropriate areas. For example corrosive chemicals stored under a sink and not a purpose built corrosives locker - Toxic fumes - Chemical spills and leaks - Manual handling hazards associated with large heavy containers of chemical - Time sensitive chemicals – properties of chemicals alter , can become unstable	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Warning signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.4- Spill Response Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Risk assessments to determine appropriate storage and separation arrangements and packaging requirements - Categorization and labelling of chemicals according to UN Classification / Annex 8 of the Executive By-Law for the Protection of the Environment - Use of chemical lockers: - corrosives locker - toxics locker - flammables locker - All chemicals stored in drip trays and/or bounded areas - Where ever possible chemicals stored in their original containers/packaging. Where this is not appropriate a risk assessment is undertaken to ensure correct packaging and labelling - Chemicals in small sized containers to reduce weight - Time sensitive chemicals dated and monitored through scheduled workplace inspections - Use personal protective equipment described in the MSDS - Training for personnel responsible for storing and accessing chemicals - Access to chemical storage restricted to authorized personnel only - Laboratory HSE induction and emergency training - Keep stock of chemicals to the minimum - Prepare and maintain an updated site plan showing locations of hazardous materials storage areas, emergency and fire-fighting equipment, and emergency exits - Establish spill management procedure according to MSDS	E	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0624	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Exposure to chemicals through handling and usage	• Incompatible chemicals mixed together causing: ◦ fire ◦ explosion ◦ release of toxic fumes • Creating unknown new chemicals • Increased risk of unsafe atmosphere where gas cylinders are used indoors • Damaged, removed or incorrect labels • Chemicals used in inappropriate containers • Chemicals used in inappropriate areas • Toxic fumes and leakage from chemical experiments • Fire and explosion during decanting • Physical contact with a chemical • Manual handling hazards associated with large heavy containers of chemical • Manual handling injuries from moving and setting up gas cylinders	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	• University Laboratory Safety Policy • University Compressed Gas Cylinder Use, Handling, Storage and Disposal Procedure • Fume cupboards • Gas cylinders secured • Use lifting aids and trolleys for larger items • Cylinder trolleys • Emergency procedures in place • Spill kits available • First aid kits • Trained first aiders • Emergency shower and / or eyewash stations • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 01- Chemical Safety	• Risk assessments to determine chemical properties, chemicals compatibility and appropriate handling arrangements • Compatible equipment used with chemicals • Chemicals in small sized containers to reduce weight • Chemicals labeled • Use personal protective equipment described in the MSDS • Chemical Laboratory Safety Training for all personnel using chemicals • Access to chemical storage restricted to authorized personnel only • Adequate supervision with regards to level of training and experience • Manual handling training for gas cylinders • Laboratory HSE induction and emergency training • Adequate ventilation	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0625	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Using a pipette	• Repetitive motion of hands • Long duration of activity • Contamination	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004	C	3	Moderate	• University Laboratory Safety Policy • Use PPE • Spill kits available • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 01- Chemical Safety	• Manual Handling Risk Assessment • Where ever possible use: ◦ multipipette to reduce repetitive motions ◦ electronic assisted pipettes ◦ pipettes with ergonomic design • Use secondary containment, where practical	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0626	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Using a fume cupboard	- Fume cupboard not appropriate for laboratory use - Contamination to atmosphere either outside environment or within laboratory - Power failure or other failure (e.g. mechanical) of cupboard - Using fume cupboard for storing chemicals not in use	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- University Laboratory Safety Policy - Use PPE - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11 - Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG01- Chemical Safety	- Risk assessment to determine type of fume cupboard: - bench-type - recirculating cupboard - walk-in cupboard - Scheduled maintenance and inspection - Alarms and procedures in place where cupboard “fails” - Good housekeeping and cleaning procedures - Filter systems and appropriate extraction - Chemicals not stored in fume cupboards and controls adopted for storage of chemicals	D	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0627	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Disposal of chemicals	- Damaged, removed or incorrect labels - Chemicals stored in inappropriate containers - Uncontrolled access to chemical wastes - Manual handling injuries from large containers	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Chemicals waste removed by MOE licensed contractor - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7 - Contractor Management - QU HSEMS Part 11 - Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG01- Chemical Safety - QU SOP04- Hazardous Waste Disposal	- Chemicals labeled and disposed of in appropriate containers - Risk assessment of area where chemicals are picked up for disposal - Restricted access where appropriate - HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0628	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Handling glassware	• Lacerations from broken glass • Burns from handling heated glass • Poisoning from contaminated glass	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • First aid kits • Trained first aiders • Use PPE • Spill kits available • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8 - Emergency Management • QU HSEMS Part 11 - Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Staff training in basic use and care of glassware • Use laboratory glassware • All glassware checked prior to use • Processes that may put glass under stress (e.g. vacuum) fully enclosed/guarded • Heated glass handled according to localized procedures • Damaged and broken glass disposed of in designated waste	D	2	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0629	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Transport, storage and use of Gas Cylinders	• Dropped or damaged gas cylinders • Release of gas in confined space, causing either cryogenic injuries, corrosive burns, toxic poisoning, or asphyxiation • Escape of flammable gases from gas cylinder or valve causes fire or explosion • Transportation of full and empty gas cylinder across campus • Attaching and disconnecting regulators from gas cylinders	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution 130 of 1998 on Regulating the Circulation of Gas Cylinders	D	3	Significant	• University compressed gas cylinder use, handling, storage and disposal procedure • University Laboratory Safety Policy • Gas cylinders secured upright and chained • Ensure appropriate fire extinguisher and blanket are in laboratory • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8 - Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP04- Compressed Gas Cylinders	• Where ever possible gas cylinders stored outside in purpose built areas, and gases plumbed in via tubing. If not possible, ensure area is well ventilated. • Gas cylinders stored inside stored in minimum quantities with continuous atmospheric monitoring • Gas cylinders stored away from corrosive substances • Flammable gas cylinders should not be stored near oxidants and shall be kept away from ignition sources • Use PPE • Gas cylinders should be properly labeled with their contents • Do not store full and empty cylinders together • Use the correct regulator for the type of gas and the pressure of the cylinder, and always check for leaks after connecting a regulator to a cylinder or making any other connections e.g.. In gas tubing • Always transport cylinders in a cylinder trolley, with the chain correctly fastened across the front. • Obtain and read the MSDs for all gas cylinders used • Training of users on usage, handling, transportation and disposal of gas cylinder	D	2	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0630	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA 70E: Standard for Electrical Safety in the Workplace Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0631	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Purchase and receipt of microorganisms or biological agents	• Microorganisms or biological agents: ◦ in uncontrolled area ◦ received by untrained staff ◦ special permits and/or other requirements not met	Illness / Workers Compensation Claim Raised WC Premiums.	Labor Law No. 14 of 2004 Law No 17 of 1990 on Protection from Infectious Diseases	C	3	Moderate	• University Laboratory Safety Policy • Emergency procedures in place • Spill kits available • First aid kits • Trained first aiders • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02- Biological Safety	• University Biosafety Officer • Dedicated delivery area • Staff taking delivery are trained for receipt and handling of microorganisms or biological materials • Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0632	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Exposure to harmful microorganisms, biological agents or recombinant DNA	- Working with harmful microorganisms, biological agents or recombinant DNA that can pose risk to humans, animals or plants through: - accidental exposure - accidental removal of contaminant outside the laboratory - deliberate removal (e.g. theft) of contaminant outside the laboratory - spillage	Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005	E	2	Significant	- University Laboratory Safety Policy - Restricted access to authorized personal and away from public areas/access - Smooth and easy to clean surfaces - Autoclave - Emergency shower and eyewash station - Spill kits and clean up procedures - Supply of appropriate PPE and clothing - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- MSDS for microorganisms/biological substances - Risk assessment - Signage displaying biological hazard symbol and level of containment (on door or near entrance) - Hands free washing facilities - Water supply with backflow prevention - Directional airflow by extracting room air - Refrigerator with biological hazard symbol - Suitable storage for PPE and hooks for lab coats - Containers clearly labelled - Biological Laboratory Safety Training for all laboratory personnel - Supervision at level appropriate to level of personnel competency - Laboratory HSE induction and emergency training - Personnel training for response to spills - MSDS and procedures for use of associated chemicals - Health screening and immunization program - Health monitoring / surveillance	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0633	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Using an autoclave	- Touching hot surfaces – burns - Exposure to steam - burns - Autoclave not reaching required temperature and/or pressure - Failure of the autoclave - Slips from wet floor - Manual handling from lifting and moving objects in and out to the autoclave	FAI / LTI / MTI / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Personal Protective Equipment - All liquid spills cleaned up immediately - Spill kits available - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Equipment Risk Assessments - Manual Handling Risk Assessments - Personnel Training - Scheduled maintenance and calibration - Annual registration - Laboratory HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0634	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Using centrifuge	- Centrifuge falls off bench - Contents escape during use - Hand/clothing caught in moving parts - Centrifuge becomes contaminated during use	FAI / LTI / MTI / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- University Laboratory Safety Policy - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Centrifuge fixed to bench during operation - Centrifuge not placed inside a Class I or Class II Biological Safety Cabinet - Equipment Risk assessment - Centrifuge moving parts guarded - Inspected prior to use - Inspection log book - Contents secured and “locked” during use - Cleaning procedures following use of centrifuge - Laboratory HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0635	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Using a pipette	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Manual Handling Risk Assessment - Where ever possible use: - multipipette to reduce repetitive motions - electronic assisted pipettes - pipettes with ergonomic design - Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0636	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Using sharps such as needles	Accidental sharps injury and possible infection	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - First aid kit - Trained first aider - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Local procedures and training for handling and disposing of sharps - Laboratory HSE induction and emergency training - First aid and follow up screening where required - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	2	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0637	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Using a biological safety cabinet	- Biological safety cabinet not appropriate for laboratory use or biosafety level - Contamination of cabinet - Power failure or other failure (e.g. mechanical) of cabinet	Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	2	Significant	- University Laboratory Safety Policy - Good housekeeping and cleaning procedures - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Risk assessment to determine type of biological safety cabinet: - Class I - Class II - Laminar flow - Heap filter etc. - Scheduled maintenance and inspection - Alarms and procedures in place where cabinet “fails” - Laboratory HSE induction and emergency training	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0638	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Disposal of biological wastes	- Damaged, removed or incorrect labels - Biological wastes stored in inappropriate containers - Uncontrolled access to biological wastes	Illness / Workers Compensation Claim Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Biological waste removed by MOE licensed contractor - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP04- Hazardous Waste Disposal - QU TG 02- Biological Safety	- Risk assessment of area where biological wastes are picked up for disposal - Restricted access where appropriate - Laboratory HSE induction and emergency training	B	2	Negligible	Department Heads / Lab Supervisors	
PL-ES-006-RA-0639	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Handling glassware	- Lacerations from broken glass - Burns from handling heated glass - injection of biologicals from contaminated glass	FAI / LTI / MTI / Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Use PPE - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and	- Staff training in basic use and care of glassware - All glassware checked prior to use - Processes that may put glass under stress (e.g. vacuum) fully enclosed/guarded - Heated glass handled according to localized procedures - Laboratory HSE induction and emergency training - Damaged and broken glass disposed of in designated waste	D	2	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit						
PL-ES-006-RA-0640	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Working with Animals	• Infectious animals • Animals escaping enclosures • Manual handling • Animal and infectious wastes • Zoonotic organisms • Large animals • Anesthetic agents • Animal allergens • Glove use and frequent hand washing • Genetically Modified Animals	FAI / LTI / MTI / Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • First aid kits • Trained first aiders • Use PPE • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG02- Biological Safety	• Risk Assessments • Human Immunization • Animal immunization • Animal Ethics policies • Restricted areas • Staff area training and induction	D	2	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0641	15-04-17	C01	College of Arts & Sciences	College of Arts & Sciences	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA Codes & Standard Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Safety						
PL-ES-006-RA-0642	15-04-17	C02/ 03	Faculty Building	Faculty Building	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0643	15-04-17	C02/ 03	Faculty Building	Faculty Building	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0644	15-04-17	C02/ 03	Faculty Building	Faculty Building	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0645	15-04-17	C02/ 03	Faculty Building	Faculty Building	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0646	15-04-17	C02/ 03	Faculty Building	Faculty Building	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0647	15-04-17	C02/ 03	Faculty Building	Faculty Building	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0648	15-04-17	C02/ 03	Faculty Building	Faculty Building	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0649	15-04-17	C02/ 03	Faculty Building	Faculty Building	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0650	15-04-17	C02/ 03	Faculty Building	Faculty Building	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0651	15-04-17	C02/ 03	Faculty Building	Faculty Building	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0652	15-04-17	C02/ 03	Faculty Building	Faculty Building	Travel Abroad	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. - Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0653	15-04-17	C02/ 03	Faculty Building	Faculty Building	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0654	15-04-17	C02/ 03	Faculty Building	Faculty Building	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0655	15-04-17	C02/ 03	Faculty Building	Faculty Building	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0656	15-04-17	C02/ 03	Faculty Building	Faculty Building	After Hours on Campus	Working Alone Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0657	15-04-17	C02/ 03	Faculty Building	Faculty Building	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0658	15-04-17	C02/ 03	Faculty Building	Faculty Building	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0659	15-04-17	C02/ 03	Faculty Building	Faculty Building	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0660	15-04-17	C02/ 03	Faculty Building	Faculty Building	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-0661	15-04-17	C02/ 03	Faculty Building	Faculty Building	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0662	15-04-17	C02/ 03	Faculty Building	Faculty Building	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0663	15-04-17	C02/ 03	Faculty Building	Faculty Building	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0664	15-04-17	C02/ 03	Faculty Building	Faculty Building	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0665	15-04-17	C02/ 03	Faculty Building	Faculty Building	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0666	15-04-17	C02/ 03	Faculty Building	Faculty Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0667	15-04-17	C04	Main Women's Building	Main Women's Building	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0668	15-04-17	C04	Main Women's Building	Main Women's Building	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0669	15-04-17	C04	Main Women's Building	Main Women's Building	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0670	15-04-17	C04	Main Women's Building	Main Women's Building	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0671	15-04-17	C04	Main Women's Building	Main Women's Building	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0672	15-04-17	C04	Main Women's Building	Main Women's Building	Accessing the office	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0673	15-04-17	C04	Main Women's Building	Main Women's Building	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0674	15-04-17	C04	Main Women's Building	Main Women's Building	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0675	15-04-17	C04	Main Women's Building	Main Women's Building	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0676	15-04-17	C04	Main Women's Building	Main Women's Building	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-0677	15-04-17	C04	Main Women's Building	Main Women's Building	Travel Abroad	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. - Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0678	15-04-17	C04	Main Women's Building	Main Women's Building	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0679	15-04-17	C04	Main Women's Building	Main Women's Building	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0680	15-04-17	C04	Main Women's Building	Main Women's Building	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0681	15-04-17	C04	Main Women's Building	Main Women's Building	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0682	15-04-17	C04	Main Women's Building	Main Women's Building	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0683	15-04-17	C04	Main Women's Building	Main Women's Building	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0684	15-04-17	C04	Main Women's Building	Main Women's Building	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0685	15-04-17	C04	Main Women's Building	Main Women's Building	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments - o Risk assessment prior to work on electrical installation - o Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-0686	15-04-17	C04	Main Women's Building	Main Women's Building	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: - o repetitive or sustained application of force - o repetitive or sustained awkward posture - o repetitive or sustained movement - o application of high force - o exposure to sustained vibration - o handling of a person or an animal - o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: - o trolleys - o forklifts - o pedestrian stackers and walkers - o platform ladders - o hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0687	15-04-17	C04	Main Women's Building	Main Women's Building	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0688	15-04-17	C04	Main Women's Building	Main Women's Building	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0689	15-04-17	C04	Main Women's Building	Main Women's Building	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0690	15-04-17	C04	Main Women's Building	Main Women's Building	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0691	15-04-17	C04	Main Women's Building	Main Women's Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0692	15-04-17	C05	Women's Activity Center	Women's Activity Center	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0693	15-04-17	C05	Women's Activity Center	Women's Activity Center	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0694	15-04-17	C05	Women's Activity Center	Women's Activity Center	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0695	15-04-17	C05	Women's Activity Center	Women's Activity Center	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0696	15-04-17	C05	Women's Activity Center	Women's Activity Center	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0697	15-04-17	C05	Women's Activity Center	Women's Activity Center	Accessing the office	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0698	15-04-17	C05	Women's Activity Center	Women's Activity Center	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0699	15-04-17	C05	Women's Activity Center	Women's Activity Center	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0700	15-04-17	C05	Women's Activity Center	Women's Activity Center	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0701	15-04-17	C05	Women's Activity Center	Women's Activity Center	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-0702	15-04-17	C05	Women's Activity Center	Women's Activity Center	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0703	15-04-17	C05	Women's Activity Center	Women's Activity Center	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0704	15-04-17	C05	Women's Activity Center	Women's Activity Center	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0705	15-04-17	C05	Women's Activity Center	Women's Activity Center	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0706	15-04-17	C05	Women's Activity Center	Women's Activity Center	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0707	15-04-17	C05	Women's Activity Center	Women's Activity Center	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0708	15-04-17	C05	Women's Activity Center	Women's Activity Center	Catering / Food Services	• Slips and trips • Contact with steam, hot water, hot oil and hot surfaces • Knives / Sharps • Food handling / contamination could lead to food poisoning • Gas appliances	Potential FAI / LTI / MTI / Fire / Explosion / Workers Compensation Claim, Raised WC Premiums.	Law No. 8 of 1990 on Food Control Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 02-Electrical Safety • QU SOP 03- Compressed Gas Cylinders	• Catering / food service contracts to address: ◦ Caterers / food suppliers develop food safety management program ◦ Food safety training for catering staff ◦ Good housekeeping practices ◦ Spills cleaned up immediately ◦ HSE training for catering staff ◦ Daily checks of gas appliances • Emergency shutoff button for gas system • First aid kits and first aiders • Fire extinguishers and fire blankets • PPE	C	2	Low		
PL-ES-006-RA-0709	15-04-17	C05	Women's Activity Center	Women's Activity Center	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: ◦ ladders ◦ scaffold ◦ elevated work platform ◦ harnesses and lanyards ◦ anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance • Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: ◦ handrails and barriers ◦ elevated work platforms ◦ scaffolding ◦ fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0710	15-04-17	C05	Women's Activity Center	Women's Activity Center	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-0711	15-04-17	C05	Women's Activity Center	Women's Activity Center	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & StandardsQatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0712	15-04-17	C05	Women's Activity Center	Women's Activity Center	Manual Handling	- Hazardous manual handling tasks/activities that include the following characteristics: - repetitive or sustained application of force - repetitive or sustained awkward posture - repetitive or sustained movement - application of high force - exposure to sustained vibration - handling of a person or an animal - handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 05-Office and Classroom Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Office Ergonomics guidelines - Manual handling training - Workstation Ergonomic Assessment Training - Manual handling risk assessments - Mechanical aids and lifting devices: - trolleys - forklifts - pedestrian stackers and walkers - platform ladders - hoists - Work station risk assessments (Keyboard and Work Station Checklists) - Repurchase checklists - Internal ergonomic and manual handling expert - Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0713	15-04-17	C05	Women's Activity Center	Women's Activity Center	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0714	15-04-17	C05	Women's Activity Center	Women's Activity Center	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0715	15-04-17	C05	Women's Activity Center	Women's Activity Center	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0716	15-04-17	C05	Women's Activity Center	Women's Activity Center	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0717	15-04-17	C05	Women's Activity Center	Women's Activity Center	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0718	15-04-17	C06	Medical Clinic	Medical Clinic	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0719	15-04-17	C06	Medical Clinic	Medical Clinic	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0720	15-04-17	C06	Medical Clinic	Medical Clinic	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolleys and other lifting aids • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU Technical Guideline 7- Office and Classroom Safety	• Work station ergonomic assessments • Risk assessment • Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0721	15-04-17	C06	Medical Clinic	Medical Clinic	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolley to move supplies • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 07- Office and Classroom Safety	• Risk assessment • Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0722	15-04-17	C06	Medical Clinic	Medical Clinic	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0723	15-04-17	C06	Medical Clinic	Medical Clinic	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0724	15-04-17	C06	Medical Clinic	Medical Clinic	Use of kitchen facilities	• Poor housekeeping • Burns from boiling water • Cuts from kitchen cutlery • Liquid spills • Electrocution/electric shock from electrical appliances • Kitchen fire • Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• Kitchen facilities are included in scheduled office workplace inspections • Fire extinguisher • First aid kit • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Place boiling water appliances at working height • Non-drip taps on boiling water appliances • Testing and tagging of electrical equipment • Trained first aider • Floor warden • Staff training and induction that includes local emergency procedures • Clean up kitchen spills immediately • MSDS for cleaning chemicals • PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG01- Chemical Safety						
PL-ES-006-RA-0725	15-04-17	C06	Medical Clinic	Medical Clinic	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper • Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • First aid kits • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Audi and Medical Emergency Plan • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Risk assessment • Purchase and use of suitable equipment • Vary tasks • Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0726	15-04-17	C06	Medical Clinic	Medical Clinic	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0727	15-04-17	C06	Medical Clinic	Medical Clinic	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0728	15-04-17	C06	Medical Clinic	Medical Clinic	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0729	15-04-17	C06	Medical Clinic	Medical Clinic	Visiting construction Sites	• No safety induction • Appropriate PPE not provided • Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation	• Provide construction safety training to staff that frequent construction sites. • Ensure staff undergoes safety induction at site. • Communicate Emergency contact information and procedures to staff. • Provide PPE for QU staff.	C	2	Low		
PL-ES-006-RA-0730	15-04-17	C06	Medical Clinic	Medical Clinic	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0731	15-04-17	C06	Medical Clinic	Medical Clinic	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0732	15-04-17	C06	Medical Clinic	Medical Clinic	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate		
PL-ES-006-RA-0733	15-04-17	C06	Medical Clinic	Medical Clinic	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0734	15-04-17	C06	Medical Clinic	Medical Clinic	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		
PL-ES-006-RA-0735	15-04-17	C06	Medical Clinic	Medical Clinic	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0736	15-04-17	C06	Medical Clinic	Medical Clinic	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0737	15-04-17	C06	Medical Clinic	Medical Clinic	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-0738	15-04-17	C06	Medical Clinic	Medical Clinic	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0739	15-04-17	C06	Medical Clinic	Medical Clinic	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0740	15-04-17	C06	Medical Clinic	Medical Clinic	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0741	15-04-17	C06	Medical Clinic	Medical Clinic	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0742	15-04-17	C06	Medical Clinic	Medical Clinic	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0743	15-04-17	C06	Medical Clinic	Medical Clinic	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0744	15-04-17	C06	Medical Clinic	Medical Clinic	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0745	15-04-17	C06	Medical Clinic	Medical Clinic	Receipt of chemicals into the laboratory	- Unknown chemical properties and safe handling/storage requirements - Handling and managing toxic/dangerous chemicals - Chemicals that require special permits, licensing requirements and so on - Inadequate and/or unavailable storage facilities - Chemicals delivered to wrong area or an area not appropriately set up for receipt of chemicals - Damaged packaging: - physical exposure - fume - spills and leaks	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Use lifting aids and trolleys for larger items - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 01- Chemical Safety	- MSDS obtained prior to purchase/order of chemical(s) - Risk assessment of area where chemicals are delivered - Training provided for staff who receive chemical deliveries - Chemical risk assessments including compatibility assessment - Rationalizing chemical supplies to ensure: - ordering minimum quantities - compatibility of chemicals - adequate storage facilities and space available - all required signage and PPE is available - Substituting less toxic chemicals and pre-mixed solutions where possible - Use of purpose built chemical cupboards - bounded storage areas - Chemical training for staff - Chemicals Inventory System - Use personal protective equipment as described in the MSDS - Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0746	15-04-17	C06	Medical Clinic	Medical Clinic	Storage of chemicals	- Incompatible chemicals stored together leading to fire and or explosion - Damaged, removed or incorrect labels - Damaged containers - Chemicals stored in inappropriate areas. For example corrosive chemicals stored under a sink and not a purpose built corrosives locker - Toxic fumes - Chemical spills and leaks - Manual handling hazards associated with large heavy containers of chemical - Time sensitive chemicals – properties of chemicals alter , can become unstable	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Warning signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.4- Spill Response Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Risk assessments to determine appropriate storage and separation arrangements and packaging requirements - Categorization and labelling of chemicals according to UN Classification / Annex 8 of the Executive By-Law for the Protection of the Environment - Use of chemical lockers: - corrosives locker - toxics locker - flammables locker - All chemicals stored in drip trays and/or bounded areas - Where ever possible chemicals stored in their original containers/packaging. Where this is not appropriate a risk assessment is undertaken to ensure correct packaging and labelling - Chemicals in small sized containers to reduce weight - Time sensitive chemicals dated and monitored through scheduled workplace inspections - Use personal protective equipment described in the MSDS - Training for personnel responsible for storing and accessing chemicals - Access to chemical storage restricted to authorized personnel only - Laboratory HSE induction and emergency training - Keep stock of chemicals to the minimum - Prepare and maintain an updated site plan showing locations of hazardous materials storage areas, emergency and fire-fighting equipment, and emergency exits - Establish spill management procedure according to MSDS	E	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0747	15-04-17	C06	Medical Clinic	Medical Clinic	Exposure to chemicals through handling and usage	- Incompatible chemicals mixed together causing: - fire - explosion - release of toxic fumes - Creating unknown new chemicals - Increased risk of unsafe atmosphere where gas cylinders are used indoors - Damaged, removed or incorrect labels - Chemicals used in inappropriate containers - Chemicals used in inappropriate areas - Toxic fumes and leakage from chemical experiments - Fire and explosion during decanting - Physical contact with a chemical - Manual handling hazards associated with large heavy containers of chemical - Manual handling injuries from moving and setting up gas cylinders	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	- University Laboratory Safety Policy - University Compressed Gas Cylinder Use, Handling, Storage and Disposal Procedure - Fume cupboards - Gas cylinders secured - Use lifting aids and trolleys for larger items - Cylinder trolleys - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Emergency shower and / or eyewash stations - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Risk assessments to determine chemical properties, chemicals compatibility and appropriate handling arrangements - Compatible equipment used with chemicals - Chemicals in small sized containers to reduce weight - Chemicals labeled - Use personal protective equipment described in the MSDS - Chemical Laboratory Safety Training for all personnel using chemicals - Access to chemical storage restricted to authorized personnel only - Adequate supervision with regards to level of training and experience - Manual handling training for gas cylinders - Laboratory HSE induction and emergency training - Adequate ventilation	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0748	15-04-17	C06	Medical Clinic	Medical Clinic	Using a pipette	- Repetitive motion of hands - Long duration of activity - Contamination	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004	C	3	Moderate	- University Laboratory Safety Policy - Use PPE - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Manual Handling Risk Assessment - Where ever possible use: - multipipette to reduce repetitive motions - electronic assisted pipettes - pipettes with ergonomic design - Use secondary containment, where practical	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0749	15-04-17	C06	Medical Clinic	Medical Clinic	Disposal of chemicals	- Damaged, removed or incorrect labels - Chemicals stored in inappropriate containers - Uncontrolled access to chemical wastes - Manual handling injuries from large containers	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Chemicals waste removed by MOE licensed contractor - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7 - Contractor Management - QU HSEMS Part 11 - Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG01- Chemical Safety - QU SOP04- Hazardous Waste Disposal	- Chemicals labeled and disposed of in appropriate containers - Risk assessment of area where chemicals are picked up for disposal - Restricted access where appropriate - HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0750	15-04-17	C06	Medical Clinic	Medical Clinic	Handling glassware	- Lacerations from broken glass - Burns from handling heated glass - Poisoning from contaminated glass	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - First aid kits - Trained first aiders - Use PPE - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8 - Emergency Management - QU HSEMS Part 11 - Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit	- Staff training in basic use and care of glassware - Use laboratory glassware - All glassware checked prior to use - Processes that may put glass under stress (e.g. vacuum) fully enclosed/guarded - Heated glass handled according to localized procedures - Damaged and broken glass disposed of in designated waste	D	2	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0751	15-04-17	C06	Medical Clinic	Medical Clinic	Exposure to harmful microorganisms and biological agents from handling patients' blood	- Working with harmful microorganisms, biological agents or recombinant DNA that can pose risk to humans, animals or plants through: - accidental exposure - accidental removal of contaminant outside the laboratory - deliberate removal (e.g. theft) of contaminant outside the laboratory - spillage	Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005	E	2	Significant	- University Laboratory Safety Policy - Restricted access to authorized personal and away from public areas/access - Smooth and easy to clean surfaces - Autoclave - Emergency shower and eyewash station - Spill kits and clean up procedures - Supply of appropriate PPE and clothing - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- MSDS for microorganisms/biological substances - Risk assessment - Signage displaying biological hazard symbol and level of containment (on door or near entrance) - Hands free washing facilities - Water supply with backflow prevention - Directional airflow by extracting room air - Refrigerator with biological hazard symbol - Suitable storage for PPE and hooks for lab coats - Containers clearly labelled - Biological Laboratory Safety Training for all laboratory personnel - Supervision at level appropriate to level of personnel competency - Laboratory HSE induction and emergency training - Personnel training for response to spills - MSDS and procedures for use of associated chemicals - Health screening and immunization program - Health monitoring / surveillance	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0752	15-04-17	C06	Medical Clinic	Medical Clinic	Using a pipette	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - Use PPE - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Manual Handling Risk Assessment - Where ever possible use: - multipipette to reduce repetitive motions - electronic assisted pipettes - pipettes with ergonomic design - Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0753	15-04-17	C06	Medical Clinic	Medical Clinic	Using sharps such as needles	• Accidental sharps injury and possible infection	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • First aid kit • Trained first aider • Use PPE • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02- Biological Safety	• Local procedures and training for handling and disposing of sharps • Laboratory HSE induction and emergency training • First aid and follow up screening where required • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	2	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0754	15-04-17	C06	Medical Clinic	Medical Clinic	Using a biological safety cabinet	• Biological safety cabinet not appropriate for laboratory use or biosafety level • Contamination of cabinet • Power failure or other failure (e.g. mechanical) of cabinet	Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	2	Significant	• University Laboratory Safety Policy • Good housekeeping and cleaning procedures • Use PPE • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02- Biological Safety	• Risk assessment to determine type of biological safety cabinet: - o Class I - o Class II - o Laminar flow - o HEPA filter etc. • Scheduled maintenance and inspection • Alarms and procedures in place where cabinet “fails” • Laboratory HSE induction and emergency training	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0755	15-04-17	C06	Medical Clinic	Medical Clinic	Disposal of biological wastes	• Damaged, removed or incorrect labels • Biological wastes stored in inappropriate containers • Uncontrolled access to biological wastes	Illness / Workers Compensation Claim Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • Biological waste removed by MOE licensed contractor • Emergency procedures in place • Spill kits available • First aid kits • Trained first aiders • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-	• Risk assessment of area where biological wastes are picked up for disposal • Restricted access where appropriate • Laboratory HSE induction and emergency training	B	2	Negligible	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit • QU SOP04- Hazardous Waste Disposal • QU TG 02- Biological Safety						
PL-ES-006-RA-0756	15-04-17	C06	Medical Clinic	Medical Clinic	Handling glassware	• Lacerations from broken glass • Burns from handling heated glass • injection of biologicals from contaminated glass	FAI / LTI / MTI / Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • Use PPE • First aid kits • Trained first aiders • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Staff training in basic use and care of glassware • All glassware checked prior to use • Processes that may put glass under stress (e.g. vacuum) fully enclosed/guarded • Heated glass handled according to localized procedures • Laboratory HSE induction and emergency training • Damaged and broken glass disposed of in designated waste	D	2	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0757	15-04-17	C07	Women's Engineering College	Women's Engineering College	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0758	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0759	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0760	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0761	15-04-17	C07	Women's Engineering College	Women's Engineering College	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0762	15-04-17	C07	Women's Engineering College	Women's Engineering College	Accessing the office	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0763	15-04-17	C07	Women's Engineering College	Women's Engineering College	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG01- Chemical Safety						
PL-ES-006-RA-0764	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper • Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • First aid kits • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Audi and Medical Emergency Plan • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Risk assessment • Purchase and use of suitable equipment • Vary tasks • Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0765	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0766	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs.	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0767	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Fieldwork	- Heat stress and exhaustion - Field trip and activities - Adverse environmental impact from field trip activities - Unexpected events/emergency - Driving and travel arrangement - Remote locations - Faulty equipment - Unfamiliar working condition - Loss of communication with emergency services - Fire	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation	- Develop a communication plan with regards to itinerary - Emergency contact details and means of communication. - Enforce a buddy system if the risk assessment identifies trip to be high-risk. - Ensure employees have appropriate ID. - Field trip Risk assessment and plan - Communication and Emergency Procedures - Use PPE - Fire extinguishers to be available in all vehicles	C	2	Low	Department Heads	
PL-ES-006-RA-0768	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Travel Abroad	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. - Ensure employees have international medical insurance.	D	1	Moderate	Department Heads	
PL-ES-006-RA-0769	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Visiting construction Sites	- No safety induction - Appropriate PPE not provided - Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Provide construction safety training to staff that frequent construction sites. - Ensure staff undergoes safety induction at site. - Communicate Emergency contact information and procedures to staff. - Provide PPE for QU staff.	C	2	Low	Department Heads	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0770	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant	Department Heads	
PL-ES-006-RA-0771	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate	Department Heads	
PL-ES-006-RA-0772	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate	Department Heads	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0773	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Students, Visitors and General Public	• Unfamiliar with University procedures: o occupational, health and safety o environmental • Activities that adversely impact on the University environment and/or staff • Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• Security guards at gates/buildings • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 3- Roles and Responsibilities • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 14- Audit and Inspection	• Restricted access to University buildings and property	C	2	Low	Department Heads	
PL-ES-006-RA-0774	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	After Hours on Campus	• Working Alone • Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	• Security guards at gates/buildings • Security patrols at regular intervals • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	• Restricted access to University buildings and property • Staff area training and induction	C	1	Low	Department Heads	
PL-ES-006-RA-0775	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0776	15-04-17	C07	Women's Engineering College	Women's Engineering College	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0777	15-04-17	C07	Women's Engineering College	Women's Engineering College	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0778	15-04-17	C07	Women's Engineering College	Women's Engineering College	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-0779	15-04-17	C07	Women's Engineering College	Women's Engineering College	Manual Handling	- Hazardous manual handling tasks/activities that include the following characteristics: - repetitive or sustained application of force - repetitive or sustained awkward posture - repetitive or sustained movement - application of high force - exposure to sustained vibration - handling of a person or an animal - handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 05-Office and Classroom Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Office Ergonomics guidelines - Manual handling training - Workstation Ergonomic Assessment Training - Manual handling risk assessments - Mechanical aids and lifting devices: - trolleys - forklifts - pedestrian stackers and walkers - platform ladders - hoists - Work station risk assessments (Keyboard and Work Station Checklists) - Repurchase checklists - Internal ergonomic and manual handling expert - Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0780	15-04-17	C07	Women's Engineering College	Women's Engineering College	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety						
PL-ES-006-RA-0781	15-04-17	C07	Women's Engineering College	Women's Engineering College	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	
PL-ES-006-RA-0782	15-04-17	C07	Women's Engineering College	Women's Engineering College	Noise	• Noise in excess of the exposure standards • Distracting noise • Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Outdoor Noise policy (construction) • Personal protective equipment • Signage • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 07- Construction, Operations and Maintenance Safety	• Purchasing less noisy equipment • Purchasing checklist • Acoustic engineering controls • Noise Risk Assessments • Audiometric screening • Hearing protection training	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0783	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0784	15-04-17	C07	Women's Engineeri ng College	Women's Engineering College	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	
PL-ES-006-RA-0785	15-04-17	C08	Facilities & GS departme nt	Facilities & GS department	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0786	15-04-17	C08	Facilities & GS department	Facilities & GS department	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0787	15-04-17	C08	Facilities & GS department	Facilities & GS department	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0788	15-04-17	C08	Facilities & GS department	Facilities & GS department	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0789	15-04-17	C08	Facilities & GS department	Facilities & GS department	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0790	15-04-17	C08	Facilities & GS department	Facilities & GS department	Accessing the office	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0791	15-04-17	C08	Facilities & GS department	Facilities & GS department	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02- Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0792	15-04-17	C08	Facilities & GS department	Facilities & GS department	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0793	15-04-17	C08	Facilities & GS department	Facilities & GS department	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0794	15-04-17	C08	Facilities & GS department	Facilities & GS department	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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												Inspection and Audit						
PL-ES-006-RA-0795	15-04-17	C08	Facilities & GS department	Facilities & GS department	Fieldwork	- Heat stress and exhaustion - Field trip and activities - Adverse environmental impact from field trip activities - Unexpected events/emergency - Driving and travel arrangement - Remote locations - Faulty equipment - Unfamiliar working condition - Loss of communication with emergency services - Fire	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation	- Develop a communication plan with regards to itinerary - Emergency contact details and means of communication. - Enforce a buddy system if the risk assessment identifies trip to be high-risk. - Ensure employees have appropriate ID. - Field trip Risk assessment and plan - Communication and Emergency Procedures - Use PPE - Fire extinguishers to be available in all vehicles	C	2	Low	Department Heads	
PL-ES-006-RA-0796	15-04-17	C08	Facilities & GS department	Facilities & GS department	Travel Abroad	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. - Ensure employees have international medical insurance.	D	1	Moderate	Department Heads	
PL-ES-006-RA-0797	15-04-17	C08	Facilities & GS department	Facilities & GS department	Visiting construction Sites	- No safety induction - Appropriate PPE not provided - Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation	- Provide construction safety training to staff that frequent construction sites. - Ensure staff undergoes safety induction at site. - Communicate Emergency contact information and procedures to staff. - Provide PPE for QU staff.	C	2	Low	Department Heads	

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PL-ES-006-RA-0798	15-04-17	C08	Facilities & GS department	Facilities & GS department	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant	Department Heads	
PL-ES-006-RA-0799	15-04-17	C08	Facilities & GS department	Facilities & GS department	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate	Department Heads	
PL-ES-006-RA-0800	15-04-17	C08	Facilities & GS department	Facilities & GS department	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate	Department Heads	

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												Inspection and Audit • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0801	15-04-17	C08	Facilities & GS departme nt	Facilities & GS department	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low	Department Heads	
PL-ES-006-RA-0802	15-04-17	C08	Facilities & GS departme nt	Facilities & GS department	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low	Department Heads	
PL-ES-006-RA-0803	15-04-17	C08	Facilities & GS departme nt	Facilities & GS department	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		

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PL-ES-006-RA-0804	15-04-17	C08	Facilities & GS department	Facilities & GS department	Use of fixed mechanical equipment such as: • lathe • guillotine • press • pedestal drill • pedestal grinder • finisher • band saw • bench saw	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Lack of/inappropriate safety features such as guarding and emergency stops • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Electrocutation/shock from electrical equipment • Manual handling injuries from poor posture, lifting and interaction with equipment • Difficult access to equipment due to poor housekeeping arrangements • Noise exposure	FAI / LTI / MTI / PD / Fire / Asset Damage / Hearing Loss / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002	D	3	Significant	• University Laboratory Safety Policy • Emergency stops • Guarding and engineering controls • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 6- Risk Management • QU HSEMS Part11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU SOP 02- Electrical Safety • QU TG 04- Machine Safety • QU TG 07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments (include manual handling requirements for the equipment and associated activities) • Training • Level of supervision appropriate to level of operator training and skill • Restricted access • Scheduled maintenance • Preoperational checks • Standard Operating Procedures • Equipment Registers • Equipment Purchasing checklist • Testing and tagging of electrical equipment • Scheduled workshop inspections • Workshop cleaning and housekeeping rules • Safety signage • Noise risk assessments • Audiometric testing for operators • Selection of quiet equipment / devices	D	2	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-0805	15-04-17	C08	Facilities & GS department	Facilities & GS department	Using mobile equipment such as pallet lifter or forklift	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Fumes from mobile equipment in closed areas	FAI / LTI / MTI / PD / Fatality / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 6- Risk Management • QU HSEMS Part11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Preoperational checks and log book • Training (Licensed operators for forklifts and some other mobile plant) • Level of supervision appropriate to level of operator training and skill • Restricted access (keys held by authorized person when not in use) • Traffic management plan • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Equipment Purchasing checklist which includes purchase of appropriate equipment for the area and tasks (e.g. electric forklift in enclosed area)	E	1	Moderate	Department Heads / Supervisors	

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PL-ES-006-RA-0806	15-04-17	C08	Facilities & GS departme nt	Facilities & GS department	Using lifting equipment such as an overhead crane and other lifting devices	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Lack of/inappropriate safety features such as SLI and emergency stops • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Manual handling injuries associated with setting up slings and rigging equipment • Loss of load due to: - o failure of lifting gear - o failure of rigging supplies - o poorly rigged/tied loads	FAI / LTI / MTI / PD / Fatality / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	E	2	Significant	• Emergency stops • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 6- Risk Management • QU HSEMS Part11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Preoperational checks and log book • Training (Licensed riggers for lifting operations) • Level of supervision appropriate to level of operator training and skill • Restricted access • Scheduled maintenance for mobile equipment • Scheduled maintenance and appropriate storage for slings and lifting gear • Slings and lifting gear that meet QCS 2010 • Standard Operating Procedures • Equipment Registers • Purchasing checklist – Equipment and equipment	E	1	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-0807	15-04-17	C08	Facilities & GS departme nt	Facilities & GS department	Maintenance of equipment – routine preventative and repair	• Lack of maintenance personnel competency/training • Risks associated with working on unguarded parts of equipment (e.g. entrapment) • Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG04- Machine Safety • QU TG 07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessment • Isolation/lock out-tag out (LOTO) procedures • Standard maintenance procedures • Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Heads / Supervisors	

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PL-ES-006-RA-0808	15-04-17	C08	Facilities & GS department	Facilities & GS department	Using chemicals (e.g.: lubricants, coolants, degreasers) • purchasing • storage • handling • disposal	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	E	2	Significant	- University Laboratory Safety Policy - University Compressed Gas Cylinder Use, Handling, Storage and Disposal Procedure - Gas cylinders secured - Use lifting aids and trolleys for larger items - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Chemical waste removed by MOE licensed contractor - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG07-Chemical Safety	- MSDS obtained prior to purchase/order of chemical(s) - Risk assessment of area where chemicals are delivered - Risk assessments to determine chemical properties and appropriate handling and storage arrangements (e.g. according to MSDS) - Chemicals in small sized containers to reduce weight - Chemicals labelled - Use personal protective equipment as described in the MSDS - Training for personnel using chemicals - Access to chemical storage restricted to authorized personnel only - Adequate supervision with regards to level of training and experience - Cylinder trolleys - Manual handling training for gas cylinders - HSE induction and emergency training - Chemicals labelled and disposed of in appropriate containers	E	1	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-0809	15-04-17	C08	Facilities & GS department	Facilities & GS department	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
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PL-ES-006-RA-0810	15-04-17	C08	Facilities & GS department	Facilities & GS department	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-0811	15-04-17	C08	Facilities & GS department	Facilities & GS department	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0812	15-04-17	C08	Facilities & GS department	Facilities & GS department	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0813	15-04-17	C08	Facilities & GS department	Facilities & GS department	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0814	15-04-17	C08	Facilities & GS department	Facilities & GS department	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0815	15-04-17	C08	Facilities & GS department	Facilities & GS department	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0816	15-04-17	C08	Facilities & GS department	Facilities & GS department	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0817	15-04-17	C08	Facilities & GS department	Facilities & GS department	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0818	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0819	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0820	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0821	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Receipt of office supplies such as paper	Manual handling injuries from liftingInappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0822	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0823	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0824	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0825	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0826	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0827	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs.	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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PL-ES-006-RA-0828	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Fieldwork	• Heat stress and exhaustion• Field trip and activities• Adverse environmental impact from field trip activities• Unexpected events/emergency• Driving and travel arrangement • Remote locations• Faulty equipment• Unfamiliar working condition• Loss of communication with emergency services • Fire	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part8-Emergency Management • QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation	• Develop a communication plan with regards to itinerary• Emergency contact details and means of communication. • Enforce a buddy system if the risk assessment identifies trip to be high-risk. • Ensure employees have appropriate ID.• Field trip Risk assessment and plan• Communication and Emergency Procedures • Use PPE• Fire extinguishers to be available in all vehicles	C	2	Low	Department Heads	
PL-ES-006-RA-0829	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Visiting construction Sites	• No safety induction • Appropriate PPE not provided • Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation	• Provide construction safety training to staff that frequent construction sites. • Ensure staff undergoes safety induction at site. • Communicate Emergency contact information and procedures to staff. • Provide PPE for QU staff.	C	2	Low	Department Heads	
PL-ES-006-RA-0830	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: o Parking fines o Speed limit on campus o Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant	Department Heads	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0831	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate	Department Heads	
PL-ES-006-RA-0832	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate	Department Heads	
PL-ES-006-RA-0833	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low	Department Heads	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0834	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	After Hours on Campus	Working Alone Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low	Department Heads	
PL-ES-006-RA-0835	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0836	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Use of fixed mechanical equipment such as: - lathe - guillotine - press - pedestal drill - pedestal grinder - finisher - band saw - bench saw	- Lack of operator competency/training - Risks associated with equipment and its operation unassessed/unidentified - Lack of/inappropriate safety features such as guarding and emergency stops - Unrestricted access by unauthorized staff/students - Poorly maintained equipment - Electrocution/shock from electrical equipment - Manual handling injuries from poor posture, lifting and interaction with equipment - Difficult access to equipment due to poor housekeeping arrangements - Noise exposure	FAI / LTI / MTI / PD / Fire / Asset Damage / Hearing Loss / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002	D	3	Significant	- University Laboratory Safety Policy - Emergency stops - Guarding and engineering controls - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 6- Risk Management - QU HSEMS Part11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU SOP 02- Electrical Safety - QU TG 04- Machine Safety - QU TG 07- Construction, Operations, and	- Equipment Risk Assessments (include manual handling requirements for the equipment and associated activities) - Training - Level of supervision appropriate to level of operator training and skill - Restricted access - Scheduled maintenance - Preoperational checks - Standard Operating Procedures - Equipment Registers - Equipment Purchasing checklist - Testing and tagging of electrical equipment - Scheduled workshop inspections - Workshop cleaning and housekeeping rules - Safety signage - Noise risk assessments - Audiometric testing for operators - Selection of quiet equipment / devices	D	2	Moderate	Department Heads / Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Maintenance Safety						
PL-ES-006-RA-0837	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Using mobile equipment such as pallet lifter or forklift	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Fumes from mobile equipment in closed areas	FAI / LTI / MTI / PD / Fatality / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 6- Risk Management • QU HSEMS Part11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Preoperational checks and log book • Training (Licensed operators for forklifts and some other mobile plant) • Level of supervision appropriate to level of operator training and skill • Restricted access (keys held by authorized person when not in use) • Traffic management plan • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Equipment Purchasing checklist which includes purchase of appropriate equipment for the area and tasks (e.g. electric forklift in enclosed area)	E	1	Moderate	Department Heads / Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0838	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Using lifting equipment such as an overhead crane and other lifting devices	• Lack of operator competency/training • Risks associated with equipment and its operation unassessed/unidentified • Lack of/inappropriate safety features such as SLI and emergency stops • Unrestricted access by unauthorized staff/students • Poorly maintained equipment • Manual handling injuries associated with setting up slings and rigging equipment • Loss of load due to: - o failure of lifting gear - o failure of rigging supplies - o poorly rigged/tied loads	FAI / LTI / MTI / PD / Fatality / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	E	2	Significant	• Emergency stops • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 6- Risk Management • QU HSEMS Part11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Preoperational checks and log book • Training (Licensed riggers for lifting operations) • Level of supervision appropriate to level of operator training and skill • Restricted access • Scheduled maintenance for mobile equipment • Scheduled maintenance and appropriate storage for slings and lifting gear • Slings and lifting gear that meet QCS 2010 • Standard Operating Procedures • Equipment Registers • Purchasing checklist – Equipment and equipment	E	1	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-0839	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Maintenance of equipment – routine preventative and repair	• Lack of maintenance personnel competency/training • Risks associated with working on unguarded parts of equipment (e.g. entrapment) • Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG04- Machine Safety • QU TG 07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessment • Isolation/lock out-tag out (LOTO) procedures • Standard maintenance procedures • Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Heads / Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0840	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Using chemicals (e.g.: lubricants, coolants, degreasers) • purchasing • storage • handling • disposal	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	E	2	Significant	• University Laboratory Safety Policy • University Compressed Gas Cylinder Use, Handling, Storage and Disposal Procedure • Gas cylinders secured • Use lifting aids and trolleys for larger items • Emergency procedures in place • Spill kits available • First aid kits • Trained first aiders • Chemical waste removed by MOE licensed contractor • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG07-Chemical Safety	• MSDS obtained prior to purchase/order of chemical(s) • Risk assessment of area where chemicals are delivered • Risk assessments to determine chemical properties and appropriate handling and storage arrangements (e.g. according to MSDS) • Chemicals in small sized containers to reduce weight • Chemicals labelled • Use personal protective equipment as described in the MSDS • Training for personnel using chemicals • Access to chemical storage restricted to authorized personnel only • Adequate supervision with regards to level of training and experience • Cylinder trolleys • Manual handling training for gas cylinders • HSE induction and emergency training • Chemicals labelled and disposed of in appropriate containers	E	1	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-0841	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0842	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-0843	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0844	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0845	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0846	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0847	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0848	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0849	15-04-17	C09	Central Services Unit # 1	Central Services Unit # 1	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0850	15-04-17	C10	HSES Office	HSES Office	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to:• inappropriate work station layout and design• unsuitable computer based equipment and/or office furniture• long periods of data entry without breaks• Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0851	15-04-17	C10	HSES Office	HSES Office	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0852	15-04-17	C10	HSES Office	HSES Office	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Classroom Safety						
PL-ES-006-RA-0853	15-04-17	C10	HSES Office	HSES Office	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0854	15-04-17	C10	HSES Office	HSES Office	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0855	15-04-17	C10	HSES Office	HSES Office	Accessing the office	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0856	15-04-17	C10	HSES Office	HSES Office	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0857	15-04-17	C10	HSES Office	HSES Office	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper • Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Purchase and use of suitable equipment • Vary tasks • Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0858	15-04-17	C10	HSES Office	HSES Office	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0859	15-04-17	C10	HSES Office	HSES Office	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0860	15-04-17	C10	HSES Office	HSES Office	Fieldwork	- Heat stress and exhaustion - Field trip and activities - Adverse environmental impact from field trip activities - Unexpected events/emergency - Driving and travel arrangement - Remote locations - Faulty equipment - Unfamiliar working condition - Loss of communication with emergency services - Fire	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation	- Develop a communication plan with regards to itinerary - Emergency contact details and means of communication. - Enforce a buddy system if the risk assessment identifies trip to be high-risk. - Ensure employees have appropriate ID. - Field trip Risk assessment and plan - Communication and Emergency Procedures - Use PPE - Fire extinguishers to be available in all vehicles	C	2	Low	Department Heads	
PL-ES-006-RA-0861	15-04-17	C10	HSES Office	HSES Office	Travel Abroad	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. - Ensure employees have international medical insurance.	D	1	Moderate	Department Heads	
PL-ES-006-RA-0862	15-04-17	C10	HSES Office	HSES Office	Visiting construction Sites	- No safety induction - Appropriate PPE not provided - Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation	- Provide construction safety training to staff that frequent construction sites. - Ensure staff undergoes safety induction at site. - Communicate Emergency contact information and procedures to staff. - Provide PPE for QU staff.	C	2	Low	Department Heads	
PL-ES-006-RA-0863	15-04-17	C10	HSES Office	HSES Office	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Work zone Traffic Management Guide (2013)Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant	Department Heads	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0864	15-04-17	C10	HSES Office	HSES Office	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate	Department Heads	
PL-ES-006-RA-0865	15-04-17	C10	HSES Office	HSES Office	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate	Department Heads	
PL-ES-006-RA-0866	15-04-17	C10	HSES Office	HSES Office	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low	Department Heads	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0867	15-04-17	C10	HSES Office	HSES Office	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low	Department Heads	
PL-ES-006-RA-0868	15-04-17	C10	HSES Office	HSES Office	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0869	15-04-17	C10	HSES Office	HSES Office	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0870	15-04-17	C10	HSES Office	HSES Office	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-0871	15-04-17	C10	HSES Office	HSES Office	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0872	15-04-17	C10	HSES Office	HSES Office	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0873	15-04-17	C10	HSES Office	HSES Office	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0874	15-04-17	C10	HSES Office	HSES Office	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0875	15-04-17	C10	HSES Office	HSES Office	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0876	15-04-17	C10	HSES Office	HSES Office	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0877	15-04-17	C10	HSES Office	HSES Office	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0878	15-04-17	C10	HSES Office	HSES Office	Exposure to chemicals through handling and usage	- Incompatible chemicals mixed together causing: - fire - explosion - release of toxic fumes - Creating unknown new chemicals - Increased risk of unsafe atmosphere where gas cylinders are used indoors - Damaged, removed or incorrect labels - Chemicals used in inappropriate containers - Chemicals used in inappropriate areas - Toxic fumes and leakage from chemical experiments - Fire and explosion during decanting - Physical contact with a chemical - Manual handling hazards associated with large heavy containers of chemical - Manual handling injuries from moving and setting up gas cylinders	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	- University Laboratory Safety Policy - University Compressed Gas Cylinder Use, Handling, Storage and Disposal Procedure - Fume cupboards - Gas cylinders secured - Use lifting aids and trolleys for larger items - Cylinder trolleys - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Emergency shower and / or eyewash stations - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 01- Chemical Safety	- Risk assessments to determine chemical properties, chemicals compatibility and appropriate handling arrangements - Compatible equipment used with chemicals - Chemicals in small sized containers to reduce weight - Chemicals labeled - Use personal protective equipment described in the MSDS - Chemical Laboratory Safety Training for all personnel using chemicals - Access to chemical storage restricted to authorized personnel only - Adequate supervision with regards to level of training and experience - Manual handling training for gas cylinders - Laboratory HSE induction and emergency training - Adequate ventilation	E	1	Moderate		
PL-ES-006-RA-0879	15-04-17	C10	HSES Office	HSES Office	Disposal of chemicals	- Damaged, removed or incorrect labels - Chemicals stored in inappropriate containers - Uncontrolled access to chemical wastes - Manual handling injuries from large containers	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Chemicals waste removed by MOE licensed contractor - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7 - Contractor Management - QU HSEMS Part 11 - Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Chemicals labeled and disposed of in appropriate containers - Risk assessment of area where chemicals are picked up for disposal - Restricted access where appropriate - HSE induction and emergency training	C	1	Low		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU HSEMS Part 14- Inspection and Audit • QU TG01- Chemical Safety • QU SOP04- Hazardous Waste Disposal						
PL-ES-006-RA-0880	15-04-17	C10	HSES Office	HSES Office	Transport, storage and use of Gas Cylinders	• Dropped or damaged gas cylinders • Release of gas in confined space, causing either cryogenic injuries, corrosive burns, toxic poisoning, or asphyxiation • Escape of flammable gases from gas cylinder or valve causes fire or explosion • Transportation of full and empty gas cylinder across campus • Attaching and disconnecting regulators from gas cylinders	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution 130 of 1998 on Regulating the Circulation of Gas Cylinders	D	3	Significant	• University compressed gas cylinder use, handling, storage and disposal procedure • University Laboratory Safety Policy • Gas cylinders secured upright and chained • Ensure appropriate fire extinguisher and blanket are in laboratory • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8 - Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP04- Compressed Gas Cylinders	• Where ever possible gas cylinders stored outside in purpose built areas, and gases plumbed in via tubing. If not possible, ensure area is well ventilated. • Gas cylinders stored inside stored in minimum quantities with continuous atmospheric monitoring • Gas cylinders stored away from corrosive substances • Flammable gas cylinders should not be stored near oxidants and shall be kept away from ignition sources • Use PPE • Gas cylinders should be properly labeled with their contents • Do not store full and empty cylinders together • Use the correct regulator for the type of gas and the pressure of the cylinder, and always check for leaks after connecting a regulator to a cylinder or making any other connections e.g.. In gas tubing • Always transport cylinders in a cylinder trolley, with the chain correctly fastened across the front. • Obtain and read the MSDSs for all gas cylinders used • Training of users on usage, handling, transportation and disposal of gas cylinder	D	2	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0881	15-04-17	C10	HSES Office	HSES Office	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA 70E: Standard for Electrical Safety in the Workplace Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate		
PL-ES-006-RA-0882	15-04-17	C10	HSES Office	HSES Office	Exposure to harmful microorganisms, biological agents or recombinant DNA	• Working with harmful microorganisms, biological agents or recombinant DNA that can pose risk to humans, animals or plants through: ◦ accidental exposure ◦ accidental removal of contaminant outside the laboratory ◦ deliberate removal (e.g. theft) of contaminant outside the laboratory ◦ spillage	Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005	E	2	Significant	• University Laboratory Safety Policy • Restricted access to authorized personal and away from public areas/access • Smooth and easy to clean surfaces • Autoclave • Emergency shower and eyewash station • Spill kits and clean up procedures • Supply of appropriate PPE and clothing • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02- Biological Safety	• MSDS for microorganisms/biological substances • Risk assessment • Signage displaying biological hazard symbol and level of containment (on door or near entrance) • Hands free washing facilities • Water supply with backflow prevention • Directional airflow by extracting room air • Refrigerator with biological hazard symbol • Suitable storage for PPE and hooks for lab coats • Containers clearly labelled • Biological Laboratory Safety Training for all laboratory personnel • Supervision at level appropriate to level of personnel competency • Laboratory HSE induction and emergency training • Personnel training for response to spills • MSDS and procedures for use of associated chemicals • Health screening and immunization program • Health monitoring / surveillance	E	1	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0883	15-04-17	C10	HSES Office	HSES Office	Using sharps such as needles	• Accidental sharps injury and possible infection	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - First aid kit - Trained first aider - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Local procedures and training for handling and disposing of sharps - Laboratory HSE induction and emergency training - First aid and follow up screening where required - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	2	Moderate		
PL-ES-006-RA-0884	15-04-17	C10	HSES Office	HSES Office	Disposal of biological wastes	- Damaged, removed or incorrect labels - Biological wastes stored in inappropriate containers - Uncontrolled access to biological wastes	Illness / Workers Compensation Claim Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Biological waste removed by MOE licensed contractor - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP04- Hazardous Waste Disposal - QU TG 02- Biological Safety	- Risk assessment of area where biological wastes are picked up for disposal - Restricted access where appropriate - Laboratory HSE induction and emergency training	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0885	15-04-17	C10	HSES Office	HSES Office	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA Codes & Standard Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate		
PL-ES-006-RA-0886	15-04-17	C10	HSES Office	HSES Office	Ionizing Radiation	• Working with ionizing radiation (including different types of ionizing radiation) • Ionizing radiation storage and transport • Ionizing radiation wastes • Deterministic and stochastic injuries/ill health	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Law 31 of 2002 on the Protection Against Radiation Resolution No. 4 of 2003, Executive Draft of Law No. 31 of 2002 on the Protection Against Radiation Decision of the Chairman of the SCENR No 11 of 2005, Instruction for Radioactive Waste Management	E	3	Extreme	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • Personal monitoring (badges) • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU TG03- Radiation Safety	• Secured radiation storage area(s) • Contamination environmental monitoring • Radiation Management Plan • Register Ionizing Radiation Sources • Radiation Safety Officer • Radiation Safety Committee • Radiation safety risk assessments, with a view of identifying regulatory requirements relevant / applicable to the university • Staff area induction and training • Ionizing Radiation Training • Standard operating procedures • Radiation spill kits • Radiation safety / hazard warning signage	E	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0887	15-04-17	C10	HSES Office	HSES Office	Non-Ionizing Radiation (excluding outdoors)	- Excessive exposure to non-ionizing radiation - Hazards associated different types of non-ionizing radiation including: - UV - lasers - microwaves - infrared - magnetic resonance - high frequency - low frequency	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Law 31 of 2002 on the Protection Against Radiation Resolution No. 4 of 2003, Executive Draft of Law No. 31 of 2002 on the Protection Against Radiation	C	3	Moderate	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU TG03- Radiation Safety	- Radiation Safety Officer - Radiation Safety Committee - Risk assessments - Standard operating procedures - Staff area induction and training - Laser Safety Training - Non-Ionizing Radiation Training - Non-ionizing radiation equipment register	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0888	15-04-17	C10	HSES Office	HSES Office	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA Codes & Standard Qatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-0889	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0890	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0891	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	Department Heads / Lab Supervisors	
PL-ES-006-RA-0892	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0893	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0894	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0895	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-0896	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	Department Heads / Lab Supervisors	
PL-ES-006-RA-0897	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	Department Heads / Lab Supervisors	
PL-ES-006-RA-0898	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-0899	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0900	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: - o Parking fines - o Speed limit on campus - o Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0901	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0902	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0903	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0904	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0905	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0906	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0907	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-0908	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0909	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0910	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0911	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0912	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0913	15-04-17	C11	College of Sharia and Islamic Studies	College of Sharia and Islamic Studies	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0914	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0915	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0916	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0917	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Receipt of office supplies such as paper	Manual handling injuries from liftingInappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy• Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	Risk assessment• Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0918	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0919	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Accessing the office	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0920	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG01- Chemical Safety						
PL-ES-006-RA-0921	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper • Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • First aid kits • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Audi and Medical Emergency Plan • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Risk assessment • Purchase and use of suitable equipment • Vary tasks • Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0922	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0923	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0924	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0925	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: - o Parking fines - o Speed limit on campus - o Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0926	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Infectious Diseases	• First aid activities • Infectious wastes • Pandemic influenza • Field workers going to areas that require immunization or that have particular disease risk • Laboratory workers handling blood or blood fluid products • Cleaners, security and housekeeping staff contracted used sharps • Staff with infectious diseases working in kitchen / cafeteria • Clinic and laboratory staff handling blood or body fluids • Clinic staff attending to a patient with an infectious / contagious disease • Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02-Biological Safety • QU SP 04- Hazardous Waste Disposal	• Risk Assessments • Immunization programs • Staff area training and induction • Standard precautions • First aid Training • PPE (e.g. mask) • Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0927	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0928	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0929	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0930	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0931	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-0932	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0933	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Manual Handling	- Hazardous manual handling tasks/activities that include the following characteristics: - repetitive or sustained application of force - repetitive or sustained awkward posture - repetitive or sustained movement - application of high force - exposure to sustained vibration - handling of a person or an animal - handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 05-Office and Classroom Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Office Ergonomics guidelines - Manual handling training - Workstation Ergonomic Assessment Training - Manual handling risk assessments - Mechanical aids and lifting devices: - trolleys - forklifts - pedestrian stackers and walkers - platform ladders - hoists - Work station risk assessments (Keyboard and Work Station Checklists) - Repurchase checklists - Internal ergonomic and manual handling expert - Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0934	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0935	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0936	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0937	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0938	15-04-17	C12	Admission and Registrati on Building	Admission and Registration Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0939	15-04-17	D01	AL- Bidder Building	AL- Bidder Building	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0940	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0941	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolleys and other lifting aids • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU Technical Guideline 7- Office and Classroom Safety	• Work station ergonomic assessments • Risk assessment • Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0942	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolley to move supplies • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 07- Office and Classroom Safety	• Risk assessment • Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0943	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0944	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
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PL-ES-006-RA-0945	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0946	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0947	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0948	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												QU HSEMS Part 14- Inspection and Audit						
PL-ES-006-RA-0949	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Travel Abroad	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. - Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-0950	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0951	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-0952	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0953	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0954	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0955	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-0956	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-0957	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments o Risk assessment prior to work on electrical installation o Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-0958	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: o repetitive or sustained application of force o repetitive or sustained awkward posture o repetitive or sustained movement o application of high force o exposure to sustained vibration o handling of a person or an animal o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: o trolleys o forklifts o pedestrian stackers and walkers o platform ladders o hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0959	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0960	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0961	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0962	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0963	15-04-17	D01	AL- Bidda Building	AL- Bidda Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0964	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0965	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0966	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0967	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0968	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0969	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0970	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0971	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0972	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0973	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 11- Hazard, Near Miss, and	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit						
PL-ES-006-RA-0974	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		
PL-ES-006-RA-0975	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0976	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU TG 07-Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate		
PL-ES-006-RA-0977	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 3-Roles and Responsibilities - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 14-Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-0978	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0979	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-0980	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Catering / Food Services	• Slips and trips • Contact with steam, hot water, hot oil and hot surfaces • Knives / Sharps • Food handling / contamination could lead to food poisoning • Gas appliances	Potential FAI / LTI / MTI / Fire / Explosion / Workers Compensation Claim, Raised WC Premiums.	Law No. 8 of 1990 on Food ControlLabor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part8-Emergency Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU SOP 02-Electrical Safety • QU SOP 03-Compressed Gas Cylinders	• Catering / food service contracts to address: ◦ Caterers / food suppliers develop food safety management program ◦ Food safety training for catering staff ◦ Good housekeeping practices ◦ Spills cleaned up immediately ◦ HSE training for catering staff ◦ Daily checks of gas appliances • Emergency shutoff button for gas system • First aid kits and first aiders • Fire extinguishers and fire blankets • PPE	C	2	Low		
PL-ES-006-RA-0981	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: ◦ ladders ◦ scaffold ◦ elevated work platform ◦ harnesses and lanyards ◦ anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance - Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: ◦ handrails and barriers ◦ elevated work platforms ◦ scaffolding ◦ fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0982	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-0983	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0984	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Manual Handling	- Hazardous manual handling tasks/activities that include the following characteristics: - repetitive or sustained application of force - repetitive or sustained awkward posture - repetitive or sustained movement - application of high force - exposure to sustained vibration - handling of a person or an animal - handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 05-Office and Classroom Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Office Ergonomics guidelines - Manual handling training - Workstation Ergonomic Assessment Training - Manual handling risk assessments - Mechanical aids and lifting devices: - trolleys - forklifts - pedestrian stackers and walkers - platform ladders - hoists - Work station risk assessments (Keyboard and Work Station Checklists) - Repurchase checklists - Internal ergonomic and manual handling expert - Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0985	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-0986	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-0987	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-0988	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-0989	15-04-17	D02	Women's Carpark Arena	Women's Carpark Arena	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

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PL-ES-006-RA-0990	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Participating in sports / athletic activities	- Obstacles in halls and courts area - Lack of warming up - Contact with sports equipment - Collision with other players - Incorrect sports gear - Wearing jewelry - Trailing cables/ wires - Uneven surface - Muscular injury through excessive stains - Burns from turf - Dehydration from hot and humid conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		C	4	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management	Rules to be in place to ensure: - Participants should wear appropriate clothing and footwear, remove jewelry and tie back long hair - Sports area should be free from obstacles - Participants should be made aware of any potential specific hazards (slipping, tripping) or uneven surfaces - Area should be inspected prior to start of sport activities - Safety messages and game rules should be reinforced through signs and verbal discussions - Address any potentially dangerous behavior - Use appropriate equipment - Games/activities should be controlled by qualified staff - Games / activities to be played in designated areas only - Suitable warm ups and activities to be delivered by qualified coaches	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0991	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Using / moving sports equipment	- Equipment not suitable for use - Damaged or broken equipment - Equipment not maintained to an acceptable standard - Manual handling injuries from lifting, pushing and pulling of equipment	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		C	3	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Regular checks on sports equipment - Regular maintenance of equipment - Training and induction on equipment usage - Remove and replace damaged equipment - Moving of equipment only by authorized and trained staff	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0992	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Psychosocial factors in competitive sports	- Aggression between participants; - Violence - Stress - Bullying and harassment	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.		B	3	Low	QU HSEMS Part 2- HSE Policy	Rules to be in place to ensure: - Management of any violation / aggressive incidents - Referees for competitive activities - Promotion of fair play - Promotion of diversity and inclusion - Statement of Expectations - Discipline any potentially dangerous behavior	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0993	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Sports activities at height	- Lack of participant competency/training - Sports equipment not inspected/maintained - Lack of/inappropriate fall protection - Unrestricted access - Poor management of equipment	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.		D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Specific risk assessments performed for high risk sports - Restrict lone partaking in at height activities - Fall protection through impact absorbing materials (e.g. gym mats) - Restricted access	D	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

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PL-ES-006-RA-0994	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0995	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0996	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Moving and arranging furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolleys and other lifting aids • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU Technical Guideline 7- Office and Classroom Safety	• Work station ergonomic assessments • Risk assessment • Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0997	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Receipt of supplies	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolley to move supplies • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 07- Office and Classroom Safety	• Risk assessment • Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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PL-ES-006-RA-0998	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-0999	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Accessing the facility	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1000	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Use of kitchen facilities and cleaning	• Poor housekeeping • Burns from boiling water • Cuts from kitchen cutlery • Liquid spills • Electrocution/electric shock from electrical appliances • Kitchen fire • Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• Kitchen facilities are included in scheduled office workplace inspections • Fire extinguisher • First aid kit • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and	• Place boiling water appliances at working height • Non-drip taps on boiling water appliances • Testing and tagging of electrical equipment • Trained first aider • Floor warden • Staff training and induction that includes local emergency procedures • Clean up kitchen spills immediately • MSDS for cleaning chemicals • PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG01- Chemical Safety						
PL-ES-006-RA-1001	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper • Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • First aid kits • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Audi and Medical Emergency Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Risk assessment • Purchase and use of suitable equipment • Vary tasks • Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1002	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1003	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1004	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Travel Abroad (e.g. sports tournaments)	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1005	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1006	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Infectious Diseases	• First aid activities • Infectious wastes • Pandemic influenza • Field workers going to areas that require immunization or that have particular disease risk • Laboratory workers handling blood or blood fluid products • Cleaners, security and housekeeping staff contracted used sharps • Staff with infectious diseases working in kitchen / cafeteria • Clinic and laboratory staff handling blood or body fluids • Clinic staff attending to a patient with an infectious / contagious disease • Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02-Biological Safety • QU SP 04- Hazardous Waste Disposal	• Risk Assessments • Immunization programs • Staff area training and induction • Standard precautions • First aid Training • PPE (e.g. mask) • Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1007	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU TG 07-Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1008	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 3-Roles and Responsibilities - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 14-Audit and Inspection	Restricted access to University buildings and property	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1009	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1010	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Driving	• Operation of motor vehicles• Poor road conditions• Off road hazards (including wildlife / vegetation / natural habitats)• Fatigue• Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1011	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Catering / Food Services	• Slips and trips • Contact with steam, hot water, hot oil and hot surfaces • Knives / Sharps • Food handling / contamination could lead to food poisoning • Gas appliances	Potential FAI / LTI / MTI / Fire / Explosion / Workers Compensation Claim, Raised WC Premiums.	Law No. 8 of 1990 on Food Control Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	• QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part8-Emergency Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU SOP 02-Electrical Safety • QU SOP 03-Compressed Gas Cylinders	• Catering / food service contracts to address: ◦ Caterers / food suppliers develop food safety management program ◦ Food safety training for catering staff ◦ Good housekeeping practices ◦ Spills cleaned up immediately ◦ HSE training for catering staff ◦ Daily checks of gas appliances • Emergency shutoff button for gas system • First aid kits and first aiders • Fire extinguishers and fire blankets • PPE	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1012	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: ◦ ladders ◦ scaffold ◦ elevated work platform ◦ harnesses and lanyards ◦ anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2-HSE Policy • QU HSEMS Part 6-Risk Management • QU HSEMS Part 7-Contractor Management • QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14-Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: ◦ handrails and barriers ◦ elevated work platforms ◦ scaffolding ◦ fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1013	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1014	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1015	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1016	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1017	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

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PL-ES-006-RA-1018	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1019	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1020	15-04-17	D03	Women's Sport Facility	Women's Sport Facility	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1021	15-04-17	D04	Women's Food Court	Office Related Activities	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible	Department Head	
PL-ES-006-RA-1022	15-04-17	D04	Women's Food Court	Women's Food Court	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low	Department Head	
PL-ES-006-RA-1023	15-04-17	D04	Women's Food Court	Women's Food Court	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolleys and other lifting aids • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU Technical Guideline 7- Office and Classroom Safety	• Work station ergonomic assessments • Risk assessment • Staff training	B	2	Negligible	Department Head	
PL-ES-006-RA-1024	15-04-17	D04	Women's Food Court	Women's Food Court	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolley to move supplies • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 07- Office and Classroom Safety	• Risk assessment • Ordering appropriate quantities of supplies as required	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1025	15-04-17	D04	Women's Food Court	Women's Food Court	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	Department Head	
PL-ES-006-RA-1026	15-04-17	D04	Women's Food Court	Women's Food Court	Accessing the office	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2-HSE Policy - QU HSEMS Part8-Emergency Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1027	15-04-17	D04	Women's Food Court	Women's Food Court	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	Department Head	
PL-ES-006-RA-1028	15-04-17	D04	Women's Food Court	Women's Food Court	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	Department Head	
PL-ES-006-RA-1029	15-04-17	D04	Women's Food Court	Women's Food Court	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	Department Head	
PL-ES-006-RA-1030	15-04-17	D04	Women's Food Court	Women's Food Court	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Investigation • QU HSEMS Part 14- Inspection and Audit						
PL-ES-006-RA-1031	15-04-17	D04	Women's Food Court	Out of Office Activities	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		
PL-ES-006-RA-1032	15-04-17	D04	Women's Food Court	Women's Food Court	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1033	15-04-17	D04	Women's Food Court	Women's Food Court	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-1034	15-04-17	D04	Women's Food Court	Women's Food Court	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		
PL-ES-006-RA-1035	15-04-17	D04	Women's Food Court	Women's Food Court	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1036	15-04-17	D04	Women's Food Court	Women's Food Court	Catering / Food Services	- Slips and trips - Contact with steam, hot water, hot oil and hot surfaces - Knives / Sharps - Food handling / contamination could lead to food poisoning - Gas appliances	Potential FAI / LTI / MTI / Fire / Explosion / Workers Compensation Claim, Raised WC Premiums.	Law No. 8 of 1990 on Food Control Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit	- Catering / food service contracts to address: - Caterers / food suppliers develop food safety management program - Food safety training for catering staff - Good housekeeping practices - Spills cleaned up immediately - HSE training for catering staff - Daily checks of gas appliances - Emergency shutoff button for gas system - First aid kits and first aiders - Fire extinguishers and fire blankets - PPE	C	2	Low		
PL-ES-006-RA-1037	15-04-17	D04	Women's Food Court	Maintenance Related Activities	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1038	15-04-17	D04	Women's Food Court	Women's Food Court	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU SOP 01-Electrical Safety • QU TG 07-Construction, Operations and Maintenance Safety						
PL-ES-006-RA-1039	15-04-17	D04	Women's Food Court	Women's Food Court	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & StandardsQatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments o Risk assessment prior to work on electrical installation o Risk assessment prior to work on energized electrical equipment	E	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1040	15-04-17	D04	Women's Food Court	Women's Food Court	Manual Handling	- Hazardous manual handling tasks/activities that include the following characteristics: - repetitive or sustained application of force - repetitive or sustained awkward posture - repetitive or sustained movement - application of high force - exposure to sustained vibration - handling of a person or an animal - handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU TG 05-Office and Classroom Safety - QU TG 07-Construction, Operations and Maintenance Safety	- Office Ergonomics guidelines - Manual handling training - Workstation Ergonomic Assessment Training - Manual handling risk assessments - Mechanical aids and lifting devices: - trolleys - forklifts - pedestrian stackers and walkers - platform ladders - hoists - Work station risk assessments (Keyboard and Work Station Checklists) - Repurchase checklists - Internal ergonomic and manual handling expert - Induction Compliance Checklist	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1041	15-04-17	D04	Women's Food Court	Women's Food Court	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU HSEMS Part 11-Training and Competency - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU SP 02-Electrical Safety - QU TG07-Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1042	15-04-17	D04	Women's Food Court	Women's Food Court	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU TG07-Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1043	15-04-17	D04	Women's Food Court	Women's Food Court	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1044	15-04-17	D04	Women's Food Court	Women's Food Court	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1045	15-04-17	D04	Women's Food Court	Women's Food Court	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1046	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1047	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12-Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1048	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1049	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1050	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1051	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1052	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1053	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1054	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1055	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-1056	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-1057	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: - o Parking fines - o Speed limit on campus - o Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1058	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-1059	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-1060	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1061	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-1062	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: - o ladders - o scaffold - o elevated work platform - o harnesses and lanyards - o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: - o handrails and barriers - o elevated work platforms - o scaffolding - o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-1063	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-1064	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments o Risk assessment prior to work on electrical installation o Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-1065	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: o repetitive or sustained application of force o repetitive or sustained awkward posture o repetitive or sustained movement o application of high force o exposure to sustained vibration o handling of a person or an animal o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: o trolleys o forklifts o pedestrian stackers and walkers o platform ladders o hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1066	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-1067	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1068	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-1069	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-1070	15-04-17	D05	Women's Foundatio n Building	Women's Foundation Building	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1071	15-04-17	E01	Gate # 01	Gate # 01	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1072	15-04-17	E01	Gate # 01	Gate # 01	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low		
PL-ES-006-RA-1073	15-04-17	E01	Gate # 01	Gate # 01	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible		
PL-ES-006-RA-1074	15-04-17	E01	Gate # 01	Gate # 01	Receipt of office supplies such as paper	Manual handling injuries from liftingInappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1075	15-04-17	E01	Gate # 01	Gate # 01	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low		
PL-ES-006-RA-1076	15-04-17	E01	Gate # 01	Gate # 01	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1077	15-04-17	E01	Gate # 01	Gate # 01	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low		
PL-ES-006-RA-1078	15-04-17	E01	Gate # 01	Gate # 01	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible		
PL-ES-006-RA-1079	15-04-17	E01	Gate # 01	Gate # 01	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible		
PL-ES-006-RA-1080	15-04-17	E01	Gate # 01	Gate # 01	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-1081	15-04-17	E01	Gate # 01	Gate # 01	Visiting construction Sites	• No safety induction• Appropriate PPE not provided• Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Provide construction safety training to staff that frequent construction sites. • Ensure staff undergoes safety induction at site. • Communicate Emergency contact information and procedures to staff. • Provide PPE for QU staff.	C	2	Low		
PL-ES-006-RA-1082	15-04-17	E01	Gate # 01	Gate # 01	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: o Parking fines o Speed limit on campus o Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1083	15-04-17	E01	Gate # 01	Gate # 01	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-1084	15-04-17	E01	Gate # 01	Gate # 01	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate		
PL-ES-006-RA-1085	15-04-17	E01	Gate # 01	Gate # 01	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1086	15-04-17	E01	Gate # 01	Gate # 01	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		
PL-ES-006-RA-1087	15-04-17	E01	Gate # 01	Gate # 01	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-1088	15-04-17	E01	Gate # 01	Gate # 01	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1089	15-04-17	E01	Gate # 01	Gate # 01	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low		
PL-ES-006-RA-1090	15-04-17	E01	Gate # 01	Gate # 01	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1091	15-04-17	E01	Gate # 01	Gate # 01	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible		
PL-ES-006-RA-1092	15-04-17	E01	Gate # 01	Gate # 01	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible		
PL-ES-006-RA-1093	15-04-17	E01	Gate # 01	Gate # 01	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1094	15-04-17	E01	Gate # 01	Gate # 01	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible		
PL-ES-006-RA-1095	15-04-17	E01	Gate # 01	Gate # 01	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate		
PL-ES-006-RA-1096	15-04-17	E01	Gate # 01	Gate # 01	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1097	15-04-17	F01	Security Service Office	Security Service Office	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1098	15-04-17	F01	Security Service Office	Security Service Office	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1099	15-04-17	F01	Security Service Office	Security Service Office	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolleys and other lifting aids • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU Technical Guideline 7- Office and Classroom Safety	• Work station ergonomic assessments • Risk assessment • Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1100	15-04-17	F01	Security Service Office	Security Service Office	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolley to move supplies • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 07- Office and Classroom Safety	• Risk assessment • Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1101	15-04-17	F01	Security Service Office	Security Service Office	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1102	15-04-17	F01	Security Service Office	Security Service Office	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1103	15-04-17	F01	Security Service Office	Security Service Office	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1104	15-04-17	F01	Security Service Office	Security Service Office	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1105	15-04-17	F01	Security Service Office	Security Service Office	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 14-Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1106	15-04-17	F01	Security Service Office	Security Service Office	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1107	15-04-17	F01	Security Service Office	Security Service Office	Visiting construction Sites	- No safety induction - Appropriate PPE not provided - Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation	- Provide construction safety training to staff that frequent construction sites. - Ensure staff undergoes safety induction at site. - Communicate Emergency contact information and procedures to staff. - Provide PPE for QU staff.	C	2	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1108	15-04-17	F01	Security Service Office	Security Service Office	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		
PL-ES-006-RA-1109	15-04-17	F01	Security Service Office	Security Service Office	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-1110	15-04-17	F01	Security Service Office	Security Service Office	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-1111	15-04-17	F01	Security Service Office	Security Service Office	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-1112	15-04-17	F01	Security Service Office	Security Service Office	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		
PL-ES-006-RA-1113	15-04-17	F01	Security Service Office	Security Service Office	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1114	15-04-17	F01	Security Service Office	Security Service Office	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-1115	15-04-17	F01	Security Service Office	Security Service Office	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1116	15-04-17	F01	Security Service Office	Security Service Office	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-1117	15-04-17	F01	Security Service Office	Security Service Office	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-1118	15-04-17	F01	Security Service Office	Security Service Office	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety						
PL-ES-006-RA-1119	15-04-17	F01	Security Service Office	Security Service Office	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	
PL-ES-006-RA-1120	15-04-17	F01	Security Service Office	Security Service Office	Noise	• Noise in excess of the exposure standards • Distracting noise • Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Outdoor Noise policy (construction) • Personal protective equipment • Signage • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 07- Construction, Operations and Maintenance Safety	• Purchasing less noisy equipment • Purchasing checklist • Acoustic engineering controls • Noise Risk Assessments • Audiometric screening • Hearing protection training	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1121	15-04-17	F01	Security Service Office	Security Service Office	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-1122	15-04-17	F01	Security Service Office	Security Service Office	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	
PL-ES-006-RA-1123	15-04-17	F02	Gate # 02	Gate # 02	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1124	15-04-17	F02	Gate # 02	Gate # 02	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: o frequently used items difficult to access o heavy items stored at head height and above• Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items• Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste• Discard and/or remove any unnecessary equipment and storage items• Archive documentation• Purchase and use a platform ladder purpose built for office environment• Training and instruction for staff on correct methods for accessing stored items• Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1125	15-04-17	F02	Gate # 02	Gate # 02	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolleys and other lifting aids • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU Technical Guideline 7- Office and Classroom Safety	• Work station ergonomic assessments • Risk assessment • Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1126	15-04-17	F02	Gate # 02	Gate # 02	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolley to move supplies • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 07- Office and Classroom Safety	• Risk assessment • Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1127	15-04-17	F02	Gate # 02	Gate # 02	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1128	15-04-17	F02	Gate # 02	Gate # 02	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1129	15-04-17	F02	Gate # 02	Gate # 02	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1130	15-04-17	F02	Gate # 02	Gate # 02	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 8.1-First Audi and Medical Emergency Plan - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1131	15-04-17	F02	Gate # 02	Gate # 02	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 14-Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1132	15-04-17	F02	Gate # 02	Gate # 02	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 11-Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-1133	15-04-17	F02	Gate # 02	Gate # 02	Visiting construction Sites	- No safety induction - Appropriate PPE not provided - Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Provide construction safety training to staff that frequent construction sites. - Ensure staff undergoes safety induction at site. - Communicate Emergency contact information and procedures to staff. - Provide PPE for QU staff.	C	2	Low		
PL-ES-006-RA-1134	15-04-17	F02	Gate # 02	Gate # 02	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1135	15-04-17	F02	Gate # 02	Gate # 02	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-1136	15-04-17	F02	Gate # 02	Gate # 02	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate		
PL-ES-006-RA-1137	15-04-17	F02	Gate # 02	Gate # 02	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1138	15-04-17	F02	Gate # 02	Gate # 02	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		
PL-ES-006-RA-1139	15-04-17	F02	Gate # 02	Gate # 02	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-1140	15-04-17	F02	Gate # 02	Gate # 02	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1141	15-04-17	F02	Gate # 02	Gate # 02	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-1142	15-04-17	F02	Gate # 02	Gate # 02	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1143	15-04-17	F02	Gate # 02	Gate # 02	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-1144	15-04-17	F02	Gate # 02	Gate # 02	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-1145	15-04-17	F02	Gate # 02	Gate # 02	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1146	15-04-17	F02	Gate # 02	Gate # 02	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-1147	15-04-17	F02	Gate # 02	Gate # 02	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-1148	15-04-17	F02	Gate # 02	Gate # 02	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

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PL-ES-006-RA-1149	15-04-17	H08	CBE	CBE	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1150	15-04-17	H08	CBE	CBE	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1151	15-04-17	H08	CBE	CBE	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1152	15-04-17	H08	CBE	CBE	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1153	15-04-17	H08	CBE	CBE	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1154	15-04-17	H08	CBE	CBE	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1155	15-04-17	H08	CBE	CBE	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1156	15-04-17	H08	CBE	CBE	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1157	15-04-17	H08	CBE	CBE	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1158	15-04-17	H08	CBE	CBE	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-1159	15-04-17	H08	CBE	CBE	Travel Abroad	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. - Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-1160	15-04-17	H08	CBE	CBE	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1161	15-04-17	H08	CBE	CBE	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-1162	15-04-17	H08	CBE	CBE	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-1163	15-04-17	H08	CBE	CBE	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1164	15-04-17	H08	CBE	CBE	Driving (including off-road driving)	• Operation of motor vehicles • Poor road conditions • Off road hazards (including wildlife / vegetation / natural habitats) • Fatigue • Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Vehicles fit for purpose (e.g. 4WD for off-road driving) • Staff operating vehicles licensed in accordance with Qatar legal requirements. • Vehicles driven in accordance with Qatar laws (e.g. speeds). • Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). • Fatigue management. • Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. • Communication means to be available (e.g. mobile phone) • Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-1165	15-04-17	H08	CBE	CBE	Catering / Food Services	• Slips and trips • Contact with steam, hot water, hot oil and hot surfaces • Knives / Sharps • Food handling / contamination could lead to food poisoning • Gas appliances	Potential FAI / LTI / MTI / Fire / Explosion / Workers Compensation Claim, Raised WC Premiums.	Law No. 8 of 1990 on Food Control Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 02-Electrical Safety • QU SOP 03- Compressed Gas Cylinders	• Catering / food service contracts to address: ◦ Caterers / food suppliers develop food safety management program ◦ Food safety training for catering staff ◦ Good housekeeping practices ◦ Spills cleaned up immediately ◦ HSE training for catering staff ◦ Daily checks of gas appliances • Emergency shutoff button for gas system • First aid kits and first aiders • Fire extinguishers and fire blankets • PPE	C	2	Low		
PL-ES-006-RA-1166	15-04-17	H08	CBE	CBE	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: ◦ ladders ◦ scaffold ◦ elevated work platform ◦ harnesses and lanyards ◦ anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance • Workers safety policy • Permit to Work system • Use PPE • Barricading • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 06 - Working at Height	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: ◦ handrails and barriers ◦ elevated work platforms ◦ scaffolding ◦ fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1167	15-04-17	H08	CBE	CBE	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-1168	15-04-17	H08	CBE	CBE	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & StandardsQatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1169	15-04-17	H08	CBE	CBE	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: ◦ repetitive or sustained application of force ◦ repetitive or sustained awkward posture ◦ repetitive or sustained movement ◦ application of high force ◦ exposure to sustained vibration ◦ handling of a person or an animal ◦ handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines • Manual handling training • Workstation Ergonomic Assessment Training • Manual handling risk assessments • Mechanical aids and lifting devices: ◦ trolleys ◦ forklifts ◦ pedestrian stackers and walkers ◦ platform ladders ◦ hoists • Work station risk assessments (Keyboard and Work Station Checklists) • Repurchase checklists • Internal ergonomic and manual handling expert • Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-1170	15-04-17	H08	CBE	CBE	Equipment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • Personal protective equipment • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety	• Equipment Risk Assessments • Guarding and engineering controls • Emergency stops • Training and supervision • Restricted access • Scheduled maintenance • Standard Operating Procedures • Equipment Registers • Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-1171	15-04-17	H08	CBE	CBE	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1172	15-04-17	H08	CBE	CBE	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-1173	15-04-17	H08	CBE	CBE	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-1174	15-04-17	H08	CBE	CBE	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1175	15-04-17	H09	New Central Service Unit	New Central Service Unit	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: • inappropriate work station layout and design • unsuitable computer based equipment and/or office furniture • long periods of data entry without breaks • Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Scheduled workplace inspections • QU HSEMS Part 2- HSE Policy • QU TG 07- Office and Classroom Safety	• Work station ergonomic assessments • Purchase and use of suitable equipment and office furniture • Task variety and regular short defined breaks during data entry • Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1176	15-04-17	H09	New Central Service Unit	New Central Service Unit	Use of mobile & fixed shelving	• Manual handling injuries from inappropriately stored items such as: ◦ frequently used items difficult to access ◦ heavy items stored at head height and above • Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items • Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• University Office and Classroom safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation • QU TG 07- Office and Classroom Safety	• Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) • Discard and/or remove any unnecessary equipment and storage items • Archive documentation • Purchase and use a platform ladder purpose built for office environment • Training and instruction for staff on correct methods for accessing stored items • Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1177	15-04-17	H09	New Central Service Unit	New Central Service Unit	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolleys and other lifting aids • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU Technical Guideline 7- Office and Classroom Safety	• Work station ergonomic assessments • Risk assessment • Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1178	15-04-17	H09	New Central Service Unit	New Central Service Unit	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • Use of trolley to move supplies • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 07- Office and Classroom Safety	• Risk assessment • Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1179	15-04-17	H09	New Central Service Unit	New Central Service Unit	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1180	15-04-17	H09	New Central Service Unit	New Central Service Unit	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1181	15-04-17	H09	New Central Service Unit	New Central Service Unit	Use of kitchen facilities	• Poor housekeeping • Burns from boiling water • Cuts from kitchen cutlery • Liquid spills • Electrocution/electric shock from electrical appliances • Kitchen fire • Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	• Kitchen facilities are included in scheduled office workplace inspections • Fire extinguisher • First aid kit • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Place boiling water appliances at working height • Non-drip taps on boiling water appliances • Testing and tagging of electrical equipment • Trained first aider • Floor warden • Staff training and induction that includes local emergency procedures • Clean up kitchen spills immediately • MSDS for cleaning chemicals • PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG01- Chemical Safety						
PL-ES-006-RA-1182	15-04-17	H09	New Central Service Unit	New Central Service Unit	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper • Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • First aid kits • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Audi and Medical Emergency Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Risk assessment • Purchase and use of suitable equipment • Vary tasks • Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1183	15-04-17	H09	New Central Service Unit	New Central Service Unit	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1184	15-04-17	H09	New Central Service Unit	New Central Service Unit	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1185	15-04-17	H09	New Central Service Unit	New Central Service Unit	Fieldwork	- Heat stress and exhaustion - Field trip and activities - Adverse environmental impact from field trip activities - Unexpected events/emergency - Driving and travel arrangement - Remote locations - Faulty equipment - Unfamiliar working condition - Loss of communication with emergency services - Fire	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- Heat stress and exhaustion - Field trip and activities - Adverse environmental impact from field trip activities - Unexpected events/emergency - Driving and travel arrangement - Remote locations - Faulty equipment - Unfamiliar working condition - Loss of communication with emergency services - Fire	- Develop a communication plan with regards to itinerary - Emergency contact details and means of communication. - Enforce a buddy system if the risk assessment identifies trip to be high-risk. - Ensure employees have appropriate ID. - Field trip Risk assessment and plan - Communication and Emergency Procedures - Use PPE - Fire extinguishers to be available in all vehicles	C	2	Low	Department Heads	
PL-ES-006-RA-1186	15-04-17	H09	New Central Service Unit	New Central Service Unit	Visiting construction Sites	- No safety induction - Appropriate PPE not provided - Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Provide construction safety training to staff that frequent construction sites. - Ensure staff undergoes safety induction at site. - Communicate Emergency contact information and procedures to staff. - Provide PPE for QU staff.	C	2	Low	Department Heads	
PL-ES-006-RA-1187	15-04-17	H09	New Central Service Unit	New Central Service Unit	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant	Department Heads	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1188	15-04-17	H09	New Central Service Unit	New Central Service Unit	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate	Department Heads	
PL-ES-006-RA-1189	15-04-17	H09	New Central Service Unit	New Central Service Unit	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety		D	2	Moderate	Department Heads	
PL-ES-006-RA-1190	15-04-17	H09	New Central Service Unit	New Central Service Unit	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	Security guards at gates/buildings	Restricted access to University buildings and property	C	2	Low	Department Heads	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1191	15-04-17	H09	New Central Service Unit	New Central Service Unit	After Hours on Campus	Working Alone Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low	Department Heads	
PL-ES-006-RA-1192	15-04-17	H09	New Central Service Unit	New Central Service Unit	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-1193	15-04-17	H09	New Central Service Unit	New Central Service Unit	Use of fixed mechanical equipment such as: - lathe - guillotine - press - pedestal drill - pedestal grinder - finisher - band saw - bench saw	- Lack of operator competency/training - Risks associated with equipment and its operation unassessed/unidentified - Lack of/inappropriate safety features such as guarding and emergency stops - Unrestricted access by unauthorized staff/students - Poorly maintained equipment - Electrocution/shock from electrical equipment - Manual handling injuries from poor posture, lifting and interaction with equipment - Difficult access to equipment due to poor housekeeping arrangements - Noise exposure	FAI / LTI / MTI / PD / Fire / Asset Damage / Hearing Loss / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002	D	3	Significant	- University Laboratory Safety Policy - Emergency stops - Guarding and engineering controls - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG04- Machine Safety	- Equipment Risk Assessments (include manual handling requirements for the equipment and associated activities) - Training - Level of supervision appropriate to level of operator training and skill - Restricted access - Scheduled maintenance - Preoperational checks - Standard Operating Procedures - Equipment Registers - Equipment Purchasing checklist - Testing and tagging of electrical equipment - Scheduled workshop inspections - Workshop cleaning and housekeeping rules - Safety signage - Noise risk assessments - Audiometric testing for operators - Selection of quiet equipment / devices	D	2	Moderate	Department Heads / Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1194	15-04-17	H09	New Central Service Unit	New Central Service Unit	Using mobile equipment such as pallet lifter or forklift	- Lack of operator competency/training - Risks associated with equipment and its operation - Unrestricted access by unauthorized staff/students - Poorly maintained equipment - Fumes from mobile equipment in closed areas	FAI / LTI / MTI / PD / Fatality / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme		- Equipment Risk Assessments - Preoperational checks and log book - Training (Licensed operators for forklifts and some other mobile plant) - Level of supervision appropriate to level of operator training and skill - Restricted access (keys held by authorized person when not in use) - Traffic management plan - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Equipment Purchasing checklist which includes purchase of appropriate equipment for the area and tasks (e.g. electric forklift in enclosed area)	E	1	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-1195	15-04-17	H09	New Central Service Unit	New Central Service Unit	Using lifting equipment such as an overhead crane and other lifting devices	- Lack of operator competency/training - Risks associated with equipment and its operation - Unassessed/unidentified - Lack of/inappropriate safety features such as SLI and emergency stops - Unrestricted access by unauthorized staff/students - Poorly maintained equipment - Manual handling injuries associated with setting up slings and rigging equipment - Loss of load due to: - failure of lifting gear - failure of rigging supplies - poorly rigged/tied loads	FAI / LTI / MTI / PD / Fatality / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	E	2	Significant	- Emergency stops - Personal protective equipment	- Equipment Risk Assessments - Preoperational checks and log book - Training (Licensed riggers for lifting operations) - Level of supervision appropriate to level of operator training and skill - Restricted access - Scheduled maintenance for mobile equipment - Scheduled maintenance and appropriate storage for slings and lifting gear - Slings and lifting gear that meet QCS 2010 - Standard Operating Procedures - Equipment Registers - Purchasing checklist – Equipment and equipment	E	1	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-1196	15-04-17	H09	New Central Service Unit	New Central Service Unit	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Heads / Supervisors	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1197	15-04-17	H09	New Central Service Unit	New Central Service Unit	Using chemicals (e.g.: lubricants, coolants, degreasers)• purchasing• storage• handling• disposal	• Lack of operator competency/training• Unassessed plant and equipment• Lack of/inappropriate guarding• Unrestricted access• Poor management of equipment• Poorly maintained plant	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	E	2	Significant	• University Laboratory Safety Policy• University Compressed Gas Cylinder Use, Handling, Storage and Disposal Procedure• Gas cylinders secured• Use lifting aids and trolleys for larger items• Emergency procedures in place• Spill kits available• First aid kits• Trained first aiders• Chemical waste removed by MOE licensed contractor	• MSDS obtained prior to purchase/order of chemical(s)• Risk assessment of area where chemicals are delivered• Risk assessments to determine chemical properties and appropriate handling and storage arrangements (e.g. according to MSDS)• Chemicals in small sized containers to reduce weight• Chemicals labelled• Use personal protective equipment as described in the MSDS• Training for personnel using chemicals• Access to chemical storage restricted to authorized personnel only• Adequate supervision with regards to level of training and experience• Cylinder trolleys• Manual handling training for gas cylinders• HSE induction and emergency training• Chemicals labelled and disposed of in appropriate containers	E	1	Moderate	Department Heads / Supervisors	
PL-ES-006-RA-1198	15-04-17	H09	New Central Service Unit	New Central Service Unit	Working at Heights (Above 2 Meters)	• Working close to an edge unprotected • Unsuitable working environment: • Unsecured equipment • Inappropriate use of access and/or fall arrest equipment: o ladders o scaffold o elevated work platform o harnesses and lanyards o anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	• University Operations and Maintenance Workers safety policy • Permit to Work system • Use PPE • Barricading	• Risk assessments • Safe Work method statements • Working at height safety training • Fall arrest training • Fall protection: o handrails and barriers o elevated work platforms o scaffolding o fall arrest and anchor point systems • Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) • Restricted access and entry points • Ladder training • Ladder adequate for task (no metal ladders for electrical works) • Ladder inspections • Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-1199	15-04-17	H09	New Central Service Unit	New Central Service Unit	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety						
PL-ES-006-RA-1200	15-04-17	H09	New Central Service Unit	New Central Service Unit	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments o Risk assessment prior to work on electrical installation o Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-1201	15-04-17	H09	New Central Service Unit	New Central Service Unit	Manual Handling	• Hazardous manual handling tasks/activities that include the following characteristics: o repetitive or sustained application of force o repetitive or sustained awkward posture o repetitive or sustained movement o application of high force o exposure to sustained vibration o handling of a person or an animal o handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG 05-Office and Classroom Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Office Ergonomics guidelines• Manual handling training• Workstation Ergonomic Assessment Training• Manual handling risk assessments• Mechanical aids and lifting devices: o trolleys o forklifts o pedestrian stackers and walkers o platform ladders o hoists• Work station risk assessments (Keyboard and Work Station Checklists)• Repurchase checklists• Internal ergonomic and manual handling expert• Induction Compliance Checklist	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1202	15-04-17	H09	New Central Service Unit	New Central Service Unit	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-1203	15-04-17	H09	New Central Service Unit	New Central Service Unit	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1204	15-04-17	H09	New Central Service Unit	New Central Service Unit	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-1205	15-04-17	H09	New Central Service Unit	New Central Service Unit	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-1206	15-04-17	H09	New Central Service Unit	New Central Service Unit	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1207	15-04-17	H10	New Research Complex	New Research Complex	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1208	15-04-17	H10	New Research Complex	New Research Complex	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1209	15-04-17	H10	New Research Complex	New Research Complex	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1210	15-04-17	H10	New Research Complex	New Research Complex	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1211	15-04-17	H10	New Research Complex	New Research Complex	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1212	15-04-17	H10	New Research Complex	New Research Complex	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1213	15-04-17	H10	New Research Complex	New Research Complex	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1214	15-04-17	H10	New Research Complex	New Research Complex	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1215	15-04-17	H10	New Research Complex	New Research Complex	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1216	15-04-17	H10	New Research Complex	New Research Complex	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-1217	15-04-17	H10	New Research Complex	New Research Complex	Fieldwork	- Heat stress and exhaustion - Field trip and activities - Adverse environmental impact from field trip activities - Unexpected events/emergency - Driving and travel arrangement - Remote locations - Faulty equipment - Unfamiliar working condition - Loss of communication with emergency services - Fire	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part8-Emergency Management - QU HSEMS Part 12-Hazard, Near Miss, and Incident Reporting and Investigation	- Develop a communication plan with regards to itinerary - Emergency contact details and means of communication. - Enforce a buddy system if the risk assessment identifies trip to be high-risk. - Ensure employees have appropriate ID. - Field trip Risk assessment and plan - Communication and Emergency Procedures - Use PPE - Fire extinguishers to be available in all vehicles	C	2	Low	Department Heads	
PL-ES-006-RA-1218	15-04-17	H10	New Research Complex	New Research Complex	Working In, Over, or Around Water	- Inadequate/loss of Communication - Unexpected events/emergencies - Remote Locations - Adverse weather conditions - Dangerous marine flora and fauna - Biological or chemical hazards associated with industrial or contaminated water - Diver skills - Diving associated conditions - Faulty equipment - Operating/using vessel and equipment - Unfamiliar with emergency procedures	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	2	Significant	- Dive master at environmental research Centre - QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management - QU HSEMS Part 7-Contractor Management - QU SOP 05-Working in, Over and Around Water	- Ensure employees receive training appropriate to the risks and level of involvement (e.g... Incident planning and management; water rescue, resuscitation) - Perform risk assessments prior to trip. - Plan work around weather and environmental conditions. - Check-list for vessel use requirements. - Create standard check-list for standard PPE, First Aid Requirements, and Water. - Ensure divers are trained and certified - Ensure vessel operator is qualified and licensed by authorities - Appropriate PPE provided (including life jackets)	E	1	Moderate	Department Heads	
PL-ES-006-RA-1219	15-04-17	H10	New Research Complex	New Research Complex	Travel Abroad	- Social/political unrest - Personal attack - Theft - Biological Hazards/endemic illnesses in destination - Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2-HSE Policy - QU HSEMS Part 6-Risk Management	- Provide staff travelling with Emergency Contact information based on destination. - Ensure employees have a valid means of communication in the country they are travelling to. - Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. - Inform hosts of itinerary of travelers. - Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate.	D	1	Moderate	Department Heads	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
													Ensure employees have international medical insurance.					
PL-ES-006-RA-1220	15-04-17	H10	New Research Complex	New Research Complex	Visiting construction Sites	- No safety induction - Appropriate PPE not provided - Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Provide construction safety training to staff that frequent construction sites. - Ensure staff undergoes safety induction at site. - Communicate Emergency contact information and procedures to staff. - Provide PPE for QU staff.	C	2	Low	Department Heads	
PL-ES-006-RA-1221	15-04-17	H10	New Research Complex	New Research Complex	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant	Department Heads	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1222	15-04-17	H10	New Research Complex	New Research Complex	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate	Department Heads	
PL-ES-006-RA-1223	15-04-17	H10	New Research Complex	New Research Complex	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate	Department Heads	
PL-ES-006-RA-1224	15-04-17	H10	New Research Complex	New Research Complex	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low	Department Heads	

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1225	15-04-17	H10	New Research Complex	New Research Complex	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low	Department Heads	
PL-ES-006-RA-1226	15-04-17	H10	New Research Complex	New Research Complex	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-1227	15-04-17	H10	New Research Complex	New Research Complex	Catering / Food Services	- Slips and trips - Contact with steam, hot water, hot oil and hot surfaces - Knives / Sharps - Food handling / contamination could lead to food poisoning - Gas appliances	Potential FAI / LTI / MTI / Fire / Explosion / Workers Compensation Claim, Raised WC Premiums.	Law No. 8 of 1990 on Food Control Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 02-Electrical Safety - QU SOP 03- Compressed Gas Cylinders	- Catering / food service contracts to address: - Caterers / food suppliers develop food safety management program - Food safety training for catering staff - Good housekeeping practices - Spills cleaned up immediately - HSE training for catering staff - Daily checks of gas appliances - Emergency shutoff button for gas system - First aid kits and first aiders - Fire extinguishers and fire blankets - PPE	C	2	Low		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1228	15-04-17	H10	New Research Complex	New Research Complex	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	
PL-ES-006-RA-1229	15-04-17	H10	New Research Complex	New Research Complex	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1230	15-04-17	H10	New Research Complex	New Research Complex	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	
PL-ES-006-RA-1231	15-04-17	H10	New Research Complex	New Research Complex	Manual Handling	- Hazardous manual handling tasks/activities that include the following characteristics: - repetitive or sustained application of force - repetitive or sustained awkward posture - repetitive or sustained movement - application of high force - exposure to sustained vibration - handling of a person or an animal - handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 05-Office and Classroom Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Office Ergonomics guidelines - Manual handling training - Workstation Ergonomic Assessment Training - Manual handling risk assessments - Mechanical aids and lifting devices: - trolleys - forklifts - pedestrian stackers and walkers - platform ladders - hoists - Work station risk assessments (Keyboard and Work Station Checklists) - Repurchase checklists - Internal ergonomic and manual handling expert - Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-1232	15-04-17	H10	New Research Complex	New Research Complex	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												• QU HSEMS Part 14- Inspection and Audit • QU SP 02-Electrical Safety • QU TG07- Construction, Operations, and Maintenance Safety						
PL-ES-006-RA-1233	15-04-17	H10	New Research Complex	New Research Complex	Confined Spaces	• Unrestricted access to confined spaces • Inadequate risk assessment of confined space • Inadequate identification of confined space • Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU TG07- Construction, Operations and Maintenance Safety	• Confined space entry permit system • Confined space entry training • Confined space emergency procedures • Confined Spaces Authorizing Officers • Safety signage • Confined space risk assessments • Safe work method statements • Confined spaces register • Restricted access • Buddy system	B	2	Negligible	Department Head	
PL-ES-006-RA-1234	15-04-17	H10	New Research Complex	New Research Complex	Noise	• Noise in excess of the exposure standards • Distracting noise • Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	• University Outdoor Noise policy (construction) • Personal protective equipment • Signage • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 07- Construction, Operations and Maintenance Safety	• Purchasing less noisy equipment • Purchasing checklist • Acoustic engineering controls • Noise Risk Assessments • Audiometric screening • Hearing protection training	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1235	15-04-17	H10	New Research Complex	New Research Complex	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-1236	15-04-17	H10	New Research Complex	New Research Complex	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	
PL-ES-006-RA-1237	15-04-17	H10	New Research Complex	New Research Complex	Receipt of chemicals into the laboratory	- Unknown chemical properties and safe handling/storage requirements - Handling and managing toxic/dangerous chemicals - Chemicals that require special permits, licensing requirements and so on - Inadequate and/or unavailable storage facilities - Chemicals delivered to wrong area or an area not appropriately set up for receipt of chemicals - Damaged packaging: - physical exposure - fume - spills and leaks	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - Use lifting aids and trolleys for larger items - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 01- Chemical Safety	- MSDS obtained prior to purchase/order of chemical(s) - Risk assessment of area where chemicals are delivered - Training provided for staff who receive chemical deliveries - Chemical risk assessments including compatibility assessment - Rationalizing chemical supplies to ensure: - ordering minimum quantities - compatibility of chemicals - adequate storage facilities and space available - all required signage and PPE is available - Substituting less toxic chemicals and pre-mixed solutions where possible - Use of purpose built chemical cupboards - bounded storage areas - Chemical training for staff - Chemicals Inventory System - Use personal protective equipment as described in the MSDS	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
													• Laboratory HSE induction and emergency training					
PL-ES-006-RA-1238	15-04-17	H10	New Research Complex	New Research Complex	Storage of chemicals	• Incompatible chemicals stored together leading to fire and or explosion• Damaged, removed or incorrect labels• Damaged containers stored in inappropriate areas. For example corrosive chemicals stored under a sink and not a purpose built corrosives locker• Toxic fumes• Chemical spills and leaks• Manual handling hazards associated with large heavy containers of chemical• Time sensitive chemicals – properties of chemicals alter , can become unstable	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	• University Laboratory Safety Policy• Emergency procedures in place• Spill kits available• First aid kits• Trained first aiders• Warning signage• QU HSEMS Part 2- HSE Policy• QU HSEMS Part 6- Risk Management• QU HSEMS Part 8.4- Spill Response Plan• QU HSEMS Part 11- Training and Competency• QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation• QU HSEMS Part 14- Inspection and Audit• QU TG 01- Chemical Safety	• Risk assessments to determine appropriate storage and separation arrangements and packaging requirements• Categorization and labelling of chemicals according to UN Classification / Annex 8 of the Executive By-Law for the Protection of the Environment• Use of chemical lockers: o corrosives locker o toxics locker o flammables locker• All chemicals stored in drip trays and/or bounded areas• Where ever possible chemicals stored in their original containers/packaging. Where this is not appropriate a risk assessment is undertaken to ensure correct packaging and labelling• Chemicals in small sized containers to reduce weight• Time sensitive chemicals dated and monitored through scheduled workplace inspections• Use personal protective equipment described in the MSDS• Training for personnel responsible for storing and accessing chemicals• Access to chemical storage restricted to authorized personnel only• Laboratory HSE induction and emergency training• Keep stock of chemicals to the minimum• Prepare and maintain an updated site plan showing locations of hazardous materials storage areas, emergency and fire-fighting equipment, and emergency exits• Establish spill management procedure according to MSDS	E	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1239	15-04-17	H10	New Research Complex	New Research Complex	Exposure to chemicals through handling and usage	• Incompatible chemicals mixed together causing: ◦ fire ◦ explosion ◦ release of toxic fumes • Creating unknown new chemicals • Increased risk of unsafe atmosphere where gas cylinders are used indoors • Damaged, removed or incorrect labels • Chemicals used in inappropriate containers • Chemicals used in inappropriate areas • Toxic fumes and leakage from chemical experiments • Fire and explosion during decanting • Physical contact with a chemical • Manual handling hazards associated with large heavy containers of chemical • Manual handling injuries from moving and setting up gas cylinders	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-Law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 NFPA 45: Standard on Fire Protection for Laboratories Using Chemicals	E	3	Extreme	• University Laboratory Safety Policy • University Compressed Gas Cylinder Use, Handling, Storage and Disposal Procedure • Fume cupboards • Gas cylinders secured • Use lifting aids and trolleys for larger items • Cylinder trolleys • Emergency procedures in place • Spill kits available • First aid kits • Trained first aiders • Emergency shower and / or eyewash stations • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 01- Chemical Safety	• Risk assessments to determine chemical properties, chemicals compatibility and appropriate handling arrangements • Compatible equipment used with chemicals • Chemicals in small sized containers to reduce weight • Chemicals labeled • Use personal protective equipment described in the MSDS • Chemical Laboratory Safety Training for all personnel using chemicals • Access to chemical storage restricted to authorized personnel only • Adequate supervision with regards to level of training and experience • Manual handling training for gas cylinders • Laboratory HSE induction and emergency training • Adequate ventilation	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-1240	15-04-17	H10	New Research Complex	New Research Complex	Using a pipette	• Repetitive motion of hands • Long duration of activity • Contamination	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004	C	3	Moderate	• University Laboratory Safety Policy • Use PPE • Spill kits available • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 01- Chemical Safety	• Manual Handling Risk Assessment • Where ever possible use: ◦ multipipette to reduce repetitive motions ◦ electronic assisted pipettes ◦ pipettes with ergonomic design • Use secondary containment, where practical	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1241	15-04-17	H10	New Research Complex	New Research Complex	Using a fume cupboard	- Fume cupboard not appropriate for laboratory use - Contamination to atmosphere either outside environment or within laboratory - Power failure or other failure (e.g. mechanical) of cupboard - Using fume cupboard for storing chemicals not in use	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- University Laboratory Safety Policy - Use PPE - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11 - Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG01- Chemical Safety	- Risk assessment to determine type of fume cupboard: - bench-type - recirculating cupboard - walk-in cupboard - Scheduled maintenance and inspection - Alarms and procedures in place where cupboard “fails” - Good housekeeping and cleaning procedures - Filter systems and appropriate extraction - Chemicals not stored in fume cupboards and controls adopted for storage of chemicals	D	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-1242	15-04-17	H10	New Research Complex	New Research Complex	Disposal of chemicals	- Damaged, removed or incorrect labels - Chemicals stored in inappropriate containers - Uncontrolled access to chemical wastes - Manual handling injuries from large containers	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Chemicals waste removed by MOE licensed contractor - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7 - Contractor Management - QU HSEMS Part 11 - Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG01- Chemical Safety - QU SOP04- Hazardous Waste Disposal	- Chemicals labeled and disposed of in appropriate containers - Risk assessment of area where chemicals are picked up for disposal - Restricted access where appropriate - HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1243	15-04-17	H10	New Research Complex	New Research Complex	Handling glassware	• Lacerations from broken glass • Burns from handling heated glass • Poisoning from contaminated glass	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • First aid kits • Trained first aiders • Use PPE • Spill kits available • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8 - Emergency Management • QU HSEMS Part 11 - Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Staff training in basic use and care of glassware • Use laboratory glassware • All glassware checked prior to use • Processes that may put glass under stress (e.g. vacuum) fully enclosed/guarded • Heated glass handled according to localized procedures • Damaged and broken glass disposed of in designated waste	D	2	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-1244	15-04-17	H10	New Research Complex	New Research Complex	Transport, storage and use of Gas Cylinders	• Dropped or damaged gas cylinders • Release of gas in confined space, causing either cryogenic injuries, corrosive burns, toxic poisoning, or asphyxiation • Escape of flammable gases from gas cylinder or valve causes fire or explosion • Transportation of full and empty gas cylinder across campus • Attaching and disconnecting regulators from gas cylinders	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution 130 of 1998 on Regulating the Circulation of Gas Cylinders	D	3	Significant	• University compressed gas cylinder use, handling, storage and disposal procedure • University Laboratory Safety Policy • Gas cylinders secured upright and chained • Ensure appropriate fire extinguisher and blanket are in laboratory • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8 - Emergency Management • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP04- Compressed Gas Cylinders	• Where ever possible gas cylinders stored outside in purpose built areas, and gases plumbed in via tubing. If not possible, ensure area is well ventilated. • Gas cylinders stored inside stored in minimum quantities with continuous atmospheric monitoring • Gas cylinders stored away from corrosive substances • Flammable gas cylinders should not be stored near oxidants and shall be kept away from ignition sources • Use PPE • Gas cylinders should be properly labeled with their contents • Do not store full and empty cylinders together • Use the correct regulator for the type of gas and the pressure of the cylinder, and always check for leaks after connecting a regulator to a cylinder or making any other connections e.g.. In gas tubing • Always transport cylinders in a cylinder trolley, with the chain correctly fastened across the front. • Obtain and read the MSDs for all gas cylinders used • Training of users on usage, handling, transportation and disposal of gas cylinder	D	2	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1245	15-04-17	H10	New Research Complex	New Research Complex	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA 70E: Standard for Electrical Safety in the Workplace Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ◦ Risk assessment prior to work on electrical installation ◦ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-1246	15-04-17	H10	New Research Complex	New Research Complex	Purchase and receipt of microorganisms or biological agents	• Microorganisms or biological agents: ◦ in uncontrolled area ◦ received by untrained staff ◦ special permits and/or other requirements not met	Illness / Workers Compensation Claim Raised WC Premiums.	Labor Law No. 14 of 2004 Law No 17 of 1990 on Protection from Infectious Diseases	C	3	Moderate	• University Laboratory Safety Policy • Emergency procedures in place • Spill kits available • First aid kits • Trained first aiders • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02- Biological Safety	• University Biosafety Officer • Dedicated delivery area • Staff taking delivery are trained for receipt and handling of microorganisms or biological materials • Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1247	15-04-17	H10	New Research Complex	New Research Complex	Exposure to harmful microorganisms, biological agents or recombinant DNA	- Working with harmful microorganisms, biological agents or recombinant DNA that can pose risk to humans, animals or plants through: - accidental exposure - accidental removal of contaminant outside the laboratory - deliberate removal (e.g. theft) of contaminant outside the laboratory - spillage	Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Law No 17 of 1990 on Protection from Infectious DiseasesResolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005	E	2	Significant	- University Laboratory Safety Policy - Restricted access to authorized personal and away from public areas/access - Smooth and easy to clean surfaces - Autoclave - Emergency shower and eyewash station - Spill kits and clean up procedures - Supply of appropriate PPE and clothing - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- MSDS for microorganisms/biological substances - Risk assessment - Signage displaying biological hazard symbol and level of containment (on door or near entrance) - Hands free washing facilities - Water supply with backflow prevention - Directional airflow by extracting room air - Refrigerator with biological hazard symbol - Suitable storage for PPE and hooks for lab coats - Containers clearly labelled - Biological Laboratory Safety Training for all laboratory personnel - Supervision at level appropriate to level of personnel competency - Laboratory HSE induction and emergency training - Personnel training for response to spills - MSDS and procedures for use of associated chemicals - Health screening and immunization program - Health monitoring / surveillance	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-1248	15-04-17	H10	New Research Complex	New Research Complex	Using an autoclave	- Touching hot surfaces – burns - Exposure to steam - burns - Autoclave not reaching required temperature and/or pressure - Failure of the autoclave - Slips from wet floor - Manual handling from lifting and moving objects in and out to the autoclave	FAI / LTI / MTI / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Personal Protective Equipment - All liquid spills cleaned up immediately - Spill kits available - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Equipment Risk Assessments - Manual Handling Risk Assessments - Personnel Training - Scheduled maintenance and calibration - Annual registration - Laboratory HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1249	15-04-17	H10	New Research Complex	New Research Complex	Using centrifuge	- Centrifuge falls off bench - Contents escape during use - Hand/clothing caught in moving parts - Centrifuge becomes contaminated during use	FAI / LTI / MTI / Fire / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- University Laboratory Safety Policy - Spill kits available - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Centrifuge fixed to bench during operation - Centrifuge not placed inside a Class I or Class II Biological Safety Cabinet - Equipment Risk assessment - Centrifuge moving parts guarded - Inspected prior to use - Inspection log book - Contents secured and “locked” during use - Cleaning procedures following use of centrifuge - Laboratory HSE induction and emergency training	C	1	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-1250	15-04-17	H10	New Research Complex	New Research Complex	Using a pipette	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	3	Moderate	- University Laboratory Safety Policy - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Manual Handling Risk Assessment - Where ever possible use: - multipipette to reduce repetitive motions - electronic assisted pipettes - pipettes with ergonomic design - Laboratory HSE induction and emergency training	C	2	Low	Department Heads / Lab Supervisors	
PL-ES-006-RA-1251	15-04-17	H10	New Research Complex	New Research Complex	Using sharps such as needles	Accidental sharps injury and possible infection	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - First aid kit - Trained first aider - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Local procedures and training for handling and disposing of sharps - Laboratory HSE induction and emergency training - First aid and follow up screening where required - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	2	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1252	15-04-17	H10	New Research Complex	New Research Complex	Using a biological safety cabinet	- Biological safety cabinet not appropriate for laboratory use or biosafety level - Contamination of cabinet - Power failure or other failure (e.g. mechanical) of cabinet	Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	2	Significant	- University Laboratory Safety Policy - Good housekeeping and cleaning procedures - Use PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02- Biological Safety	- Risk assessment to determine type of biological safety cabinet: - Class I - Class II - Laminar flow - Heap filter etc. - Scheduled maintenance and inspection - Alarms and procedures in place where cabinet “fails” - Laboratory HSE induction and emergency training	E	1	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-1253	15-04-17	H10	New Research Complex	New Research Complex	Disposal of biological wastes	- Damaged, removed or incorrect labels - Biological wastes stored in inappropriate containers - Uncontrolled access to biological wastes	Illness / Workers Compensation Claim Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Biological waste removed by MOE licensed contractor - Emergency procedures in place - Spill kits available - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP04- Hazardous Waste Disposal - QU TG 02- Biological Safety	- Risk assessment of area where biological wastes are picked up for disposal - Restricted access where appropriate - Laboratory HSE induction and emergency training	B	2	Negligible	Department Heads / Lab Supervisors	
PL-ES-006-RA-1254	15-04-17	H10	New Research Complex	New Research Complex	Handling glassware	- Lacerations from broken glass - Burns from handling heated glass - injection of biologicals from contaminated glass	FAI / LTI / MTI / Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Use PPE - First aid kits - Trained first aiders - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 11- Training and	- Staff training in basic use and care of glassware - All glassware checked prior to use - Processes that may put glass under stress (e.g. vacuum) fully enclosed/guarded - Heated glass handled according to localized procedures - Laboratory HSE induction and emergency training - Damaged and broken glass disposed of in designated waste	D	2	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit						
PL-ES-006-RA-1255	15-04-17	H10	New Research Complex	New Research Complex	Working with Animals	• Infectious animals • Animals escaping enclosures • Manual handling • Animal and infectious wastes • Zoonotic organisms • Large animals • Anesthetic agents • Animal allergens • Glove use and frequent hand washing • Genetically Modified Animals	FAI / LTI / MTI / Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• University Laboratory Safety Policy • University Hazardous Waste Disposal procedure • First aid kits • Trained first aiders • Use PPE • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 11- Training and Competency • QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG02- Biological Safety	• Risk Assessments • Human Immunization • Animal immunization • Animal Ethics policies • Restricted areas • Staff area training and induction	D	2	Moderate	Department Heads / Lab Supervisors	
PL-ES-006-RA-1256	15-04-17	H10	New Research Complex	New Research Complex	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA Codes & Standard Qatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments ○ Risk assessment prior to work on electrical installation ○ Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Safety						
PL-ES-006-RA-1257	15-04-17	H10	New Research Complex	New Research Complex	Ionizing Radiation	- Working with ionizing radiation (including different types of ionizing radiation) - Ionizing radiation storage and transport - Ionizing radiation wastes - Deterministic and stochastic injuries/ill health	FAI / LTI / MTI / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Law 31 of 2002 on the Protection Against Radiation Resolution No. 4 of 2003, Executive Draft of Law No. 31 of 2002 on the Protection Against Radiation Decision of the Chairman of the SCENR No 11 of 2005, Instruction for Radioactive Waste Management	E	3	Extreme	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Personal monitoring (badges) - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU TG03- Radiation Safety	- Secured radiation storage area(s) - Contamination environmental monitoring - Radiation Management Plan - Register Ionizing Radiation Sources - Radiation Safety Officer - Radiation Safety Committee - Radiation safety risk assessments, with a view of identifying regulatory requirements relevant / applicable to the university - Staff area induction and training - Ionizing Radiation Training - Standard operating procedures - Radiation spill kits - Radiation safety / hazard warning signage	E	1	Moderate	Department Heads / Lab Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1258	15-04-17	H10	New Research Complex	New Research Complex	Non-Ionizing Radiation (excluding outdoors)	- Excessive exposure to non-ionizing radiation - Hazards associated different types of non-ionizing radiation including: - UV - lasers - microwaves - infrared - magnetic resonance - high frequency - low frequency	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Law 31 of 2002 on the Protection Against Radiation Resolution No. 4 of 2003, Executive Draft of Law No. 31 of 2002 on the Protection Against Radiation	C	3	Moderate	- University Laboratory Safety Policy - University Hazardous Waste Disposal procedure - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU TG03- Radiation Safety	- Radiation Safety Officer - Radiation Safety Committee - Risk assessments - Standard operating procedures - Staff area induction and training - Laser Safety Training - Non-Ionizing Radiation Training - Non-ionizing radiation equipment register	C	2	Low		
PL-ES-006-RA-1259	15-04-17	H10	New Research Complex	New Research Complex	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 NFPA Codes & Standard Qatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate		
PL-ES-006-RA-1260	15-04-17	H12	College of Medicine	College of Medicine	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to: - inappropriate work station layout and design - unsuitable computer based equipment and/or office furniture - long periods of data entry without breaks - Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	Work station ergonomic assessments	B	2	Negligible	VP Medical Education, Dean Directors, Managers & Head Sections/Unit	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Purchase and use of suitable equipment and office furniture						
PL-ES-006-RA-1261	15-04-17	H12	College of Medicine	College of Medicine	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways.	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste) - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP Medical Education, Dean Directors, Managers & Head Sections/Unit	
PL-ES-006-RA-1262	15-04-17	H12	College of Medicine	College of Medicine	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP Medical Education, Dean Directors, Managers & Head Sections/Unit	
PL-ES-006-RA-1263	15-04-17	H12	College of Medicine	College of Medicine	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP Medical Education, Dean Directors, Managers & Head Sections/Unit	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1264	15-04-17	H12	College of Medicine	College of Medicine	General office environment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant - Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) - Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) - Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	- University Office and Classroom safety policy - Scheduled office workplace inspections - Regular rubbish removal - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 05- Office and Classroom Safety	- Staff training - Running electrical power cords away from walkways - Testing and tagging of electrical equipment - Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP Medical Education, Dean Directors, Managers & Head Sections/Unit	
PL-ES-006-RA-1265	15-04-17	H12	College of Medicine	College of Medicine	Accessing the office	Unknown individual enters office: - theft - property damage - psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- Security personnel available in every building - CCTVs / security surveillance system - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management	- Risk assessment - Electronic access e.g. swipe card system - Staff training and induction that includes local emergency procedures	B	2	Negligible	VP Medical Education, Dean Directors, Managers & Head Sections/Unit	
PL-ES-006-RA-1266	15-04-17	H12	College of Medicine	College of Medicine	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP Medical Education, Dean Directors, Managers & Head Sections/Unit	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Safety • QU TG01- Chemical Safety						
PL-ES-006-RA-1267	15-04-17	H12	College of Medicine	College of Medicine	Use of office equipment such as: • staplers, hole punch • photocopiers • fax machines	• Manual handling injuries / from repetitive tasks • Manual handling injuries from lifting/loading paper • Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• University Office and Classroom safety policy • First aid kits • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 8.1- First Audi and Medical Emergency Plan • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU TG 05- Office and Classroom Safety	• Risk assessment • Purchase and use of suitable equipment • Vary tasks • Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP Medical Education, Dean Directors, Managers & Head Sections/Unit	
PL-ES-006-RA-1268	15-04-17	H12	College of Medicine	College of Medicine	Psychosocial	• Occupational Stress • Workplace bullying and harassment • Occupational violence	• Stress • Reduce working capabilities • Absenteeism • Aggressive behavior • Fatigue • Physical injury • Mental injury	Labor Law No. 14 of 2004	B	3	Low	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 14- Inspection and Audit	• Staff training • Counselling services • Conditions of Employment • Promotional material • Grievance Resolution Procedure • Diversity and inclusion website • Statement of Expectations • Workplace Bullying and Occupational support	B	2	Negligible	VP Medical Education, Dean Directors, Managers & Head Sections/Unit	
PL-ES-006-RA-1269	15-04-17	H12	College of Medicine	College of Medicine	Smoking	• Passive Smoking • Fires	• Lung and throat cancer • Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	• University "No Smoking" policy in place. • No smoking signs. • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit	• Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP Medical Education, Dean Directors, Managers & Head Sections/Unit	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1270	15-04-17	H12	College of Medicine	College of Medicine	Travel Abroad	• Social/political unrest • Personal attack • Theft • Biological Hazards/endemic illnesses in destination • Weather	Potential FAI / LTI / MTI / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management	• Provide staff travelling with Emergency Contact information based on destination. • Ensure employees have a valid means of communication in the country they are travelling to. • Consult Ministry of Foreign Affairs when planning overseas travel to identify risks. • Inform hosts of itinerary of travelers. • Take medical advice and arrange vaccination/inoculation/prophylaxis as appropriate. • Ensure employees have international medical insurance.	D	1	Moderate		
PL-ES-006-RA-1271	15-04-17	H12	College of Medicine	College of Medicine	Traffic on campus	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	• Open parking, pedestrian and road safety procedure • Dedicated and clearly marked pedestrian crossings • Designated parking • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 06 - Parking, Driving and Pedestrian Safety	• Risk Assessments • Traffic management through: ◦ Parking fines ◦ Speed limit on campus ◦ Walkways and pathways • Allocate vehicle-free zones on campus • Golf cart driver safety training • Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		
PL-ES-006-RA-1272	15-04-17	H12	College of Medicine	College of Medicine	Infectious Diseases	• First aid activities • Infectious wastes • Pandemic influenza • Field workers going to areas that require immunization or that have particular disease risk • Laboratory workers handling blood or blood fluid products • Cleaners, security and housekeeping staff contracted used sharps • Staff with infectious diseases working in kitchen / cafeteria • Clinic and laboratory staff handling blood or body fluids • Clinic staff attending to a patient with an infectious / contagious disease • Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	• QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 02-Biological Safety • QU SP 04- Hazardous Waste Disposal	• Risk Assessments • Immunization programs • Staff area training and induction • Standard precautions • First aid Training • PPE (e.g. mask) • Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff • Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1273	15-04-17	H12	College of Medicine	College of Medicine	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		
PL-ES-006-RA-1274	15-04-17	H12	College of Medicine	College of Medicine	After Hours on Campus	Working Alone Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - Restricted access to University buildings and property	Staff area training and induction	C	1	Low		
PL-ES-006-RA-1275	15-04-17	H12	College of Medicine	College of Medicine	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-1276	15-04-17	H12	College of Medicine	College of Medicine	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance - Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Heads, Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1277	15-04-17	H12	College of Medicine	College of Medicine	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	- Conducting hot work near flammables or combustibles - Radiant Heat - Hot surfaces - Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- University Operations and Maintenance Workers safety policy - Permit to work system - Use PPE - Availability of fire extinguishers and fire blankets - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 8.2- Fire safety and Response Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 01-Electrical Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Hot work risk assessments - Safe work method statements - Trained operators - Hot Work Emergency Plans - Scheduled maintenance for hot work equipment	C	2	Low	Department Heads, Supervisors	
PL-ES-006-RA-1278	15-04-17	H12	College of Medicine	College of Medicine	Electrical	- Use of faulty equipment/appliances - Use of uncertified electrical equipment/appliances - Incorrect and/or faulty electrical installation - Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & Standards Qatar Construction Specifications 2010	E	3	Extreme	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 01-Lock out/ Tag Out - QU SP 02- Electrical Safety	- Use of RCDs - Scheduled testing and tagging of all electrical equipment - Pre-purchase checklist – Electrical Equipment - Electrical Safety Testing Training - Electrical Appliance Testing Refresher training - Electrical items certification form - Electrical installation by licensed electricians - RCD testing - Risk Assessments - Risk assessment prior to work on electrical installation - Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Heads, Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1279	15-04-17	H12	College of Medicine	College of Medicine	Manual Handling	- Hazardous manual handling tasks/activities that include the following characteristics: - repetitive or sustained application of force - repetitive or sustained awkward posture - repetitive or sustained movement - application of high force - exposure to sustained vibration - handling of a person or an animal - handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 05-Office and Classroom Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Office Ergonomics guidelines - Manual handling training - Workstation Ergonomic Assessment Training - Manual handling risk assessments - Mechanical aids and lifting devices: - trolleys - forklifts - pedestrian stackers and walkers - platform ladders - hoists - Work station risk assessments (Keyboard and Work Station Checklists) - Repurchase checklists - Internal ergonomic and manual handling expert - Induction Compliance Checklist	B	2	Negligible	Department Heads, Supervisors	
PL-ES-006-RA-1280	15-04-17	H12	College of Medicine	College of Medicine	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Heads, Supervisors	
PL-ES-006-RA-1281	15-04-17	H12	College of Medicine	College of Medicine	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	Department Heads, Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1282	15-04-17	H12	College of Medicine	College of Medicine	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Heads, Supervisors	
PL-ES-006-RA-1283	15-04-17	H12	College of Medicine	College of Medicine	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Heads, Supervisors	
PL-ES-006-RA-1284	15-04-17	H12	College of Medicine	College of Medicine	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Heads, Supervisors	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1285	15-04-17	I04	Gate # 03	Gate # 03	Word processing/data entry	Musculoskeletal disorders/injuries, including overuse injuries, due to:• inappropriate work station layout and design• unsuitable computer based equipment and/or office furniture• long periods of data entry without breaks• Repetitive task (e.g. typing)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Scheduled workplace inspections - QU HSEMS Part 2- HSE Policy - QU TG 07- Office and Classroom Safety	- Work station ergonomic assessments - Purchase and use of suitable equipment and office furniture - Task variety and regular short defined breaks during data entry - Additional support and resources during increased workloads	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1286	15-04-17	I04	Gate # 03	Gate # 03	Use of mobile & fixed shelving	- Manual handling injuries from inappropriately stored items such as: - frequently used items difficult to access - heavy items stored at head height and above - Slipping, falling from a step ladder (or inappropriate use of standing on a chair) that may be used to access items - Accumulation of items/documentation that takes up storage space and begins to impinge on non-storage areas (e.g. leaving items in corridors/walkways).	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- University Office and Classroom safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss and Incident Reporting and Investigation - QU TG 07- Office and Classroom Safety	- Risk assessment of available storage space to priorities office items and place most used items at most accessible level (e.g. between shoulder and waste - Discard and/or remove any unnecessary equipment and storage items - Archive documentation - Purchase and use a platform ladder purpose built for office environment - Training and instruction for staff on correct methods for accessing stored items - Keep stock of materials to the minimum	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1287	15-04-17	I04	Gate # 03	Gate # 03	Moving and arranging office furniture and equipment	Manual handling injuries from lifting, pushing and pulling	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolleys and other lifting aids - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU Technical Guideline 7- Office and Classroom Safety	- Work station ergonomic assessments - Risk assessment - Staff training	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1288	15-04-17	I04	Gate # 03	Gate # 03	Receipt of office supplies such as paper	Manual handling injuries from lifting Inappropriate storage areas when first delivered	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - Use of trolley to move supplies - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 07- Office and Classroom Safety	- Risk assessment - Ordering appropriate quantities of supplies as required	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1289	15-04-17	I04	Gate # 03	Gate # 03	General office environment	• Lack of operator competency/training • Unassessed plant and equipment • Lack of/inappropriate guarding • Unrestricted access • Poor management of equipment • Poorly maintained plant • Poor working environment conditions (e.g. inadequate ventilation, poor lighting and excessive humidity) • Poorly maintained facilities (e.g. lift, air-conditioning system and ventilation) • Inadequate emergency prevention, response and evacuation provisions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Law No. 13 of 1997, Civil Defense Law No. 9 of 2012 Amending some Provisions of Law No. 13 of 1997 Resolution of the Ministers of Civil Service and Housing Affairs No. 16 of 2005 NFPA Codes & Standards	C	3	Moderate	• University Office and Classroom safety policy • Scheduled office workplace inspections • Regular rubbish removal • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU TG 05- Office and Classroom Safety	• Staff training • Running electrical power cords away from walkways • Testing and tagging of electrical equipment • Regular inspection and maintenance of building facilities including ventilation and air-conditioning, lights and lifts	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1290	15-04-17	I04	Gate # 03	Gate # 03	Accessing the office	Unknown individual enters office: • theft • property damage • psychological or physical injuries	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	• Security personnel available in every building • CCTVs / security surveillance system • QU HSEMS Part 2- HSE Policy • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	• Risk assessment • Electronic access e.g. swipe card system • Staff training and induction that includes local emergency procedures	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1291	15-04-17	104	Gate # 03	Gate # 03	Use of kitchen facilities	- Poor housekeeping - Burns from boiling water - Cuts from kitchen cutlery - Liquid spills - Electrocution/electric shock from electrical appliances - Kitchen fire - Cleaning chemicals	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Kitchen facilities are included in scheduled office workplace inspections - Fire extinguisher - First aid kit - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG01- Chemical Safety	- Place boiling water appliances at working height - Non-drip taps on boiling water appliances - Testing and tagging of electrical equipment - Trained first aider - Floor warden - Staff training and induction that includes local emergency procedures - Clean up kitchen spills immediately - MSDS for cleaning chemicals - PPE (e.g. hand gloves for handling chemicals)	C	2	Low	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1292	15-04-17	104	Gate # 03	Gate # 03	Use of office equipment such as: - staplers, hole punch - photocopiers - fax machines	- Manual handling injuries / from repetitive tasks - Manual handling injuries from lifting/loading paper - Cuts from sharp objects (e.g. staples)	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	B	3	Low	- University Office and Classroom safety policy - First aid kits - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 8.1- First Audi and Medical Emergency Plan - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU TG 05- Office and Classroom Safety	- Risk assessment - Purchase and use of suitable equipment - Vary tasks - Use automated/motorized equipment for large volumes of work	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1293	15-04-17	104	Gate # 03	Gate # 03	Psychosocial	- Occupational Stress - Workplace bullying and harassment - Occupational violence	- Stress - Reduce working capabilities - Absenteeism - Aggressive behavior - Fatigue - Physical injury - Mental injury	Labor Law No. 14 of 2004	B	3	Low	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 14- Inspection and Audit	- Staff training - Counselling services - Conditions of Employment - Promotional material - Grievance Resolution Procedure - Diversity and inclusion website - Statement of Expectations - Workplace Bullying and Occupational support	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	
PL-ES-006-RA-1294	15-04-17	104	Gate # 03	Gate # 03	Smoking	- Passive Smoking - Fires	- Lung and throat cancer - Unhealthy working environment	Labor Law No. 14 of 2004 Law No. 20 of 2002 on the Control of Tobacco and its Derivatives	B	4	Low	- University "No Smoking" policy in place. - No smoking signs. - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14-	Risk assessments to assess impact of current "no smoking policy" on fires and passive smoking.	B	2	Negligible	VP, , Deans, Directors, Managers & Head Sections/Units	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
												Inspection and Audit						
PL-ES-006-RA-1295	15-04-17	I04	Gate # 03	Gate # 03	Visiting construction Sites	- No safety induction - Appropriate PPE not provided - Unsafe construction site conditions	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Provide construction safety training to staff that frequent construction sites. - Ensure staff undergoes safety induction at site. - Communicate Emergency contact information and procedures to staff. - Provide PPE for QU staff.	C	2	Low		
PL-ES-006-RA-1296	15-04-17	I04	Gate # 03	Gate # 03	Traffic on campus	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Fatality / Property Damage / Fire / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Work zone Traffic Management Guide (2013) Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	E	3	Extreme	- Open parking, pedestrian and road safety procedure - Dedicated and clearly marked pedestrian crossings - Designated parking - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 06 - Parking, Driving and Pedestrian Safety	- Risk Assessments - Traffic management through: - Parking fines - Speed limit on campus - Walkways and pathways - Allocate vehicle-free zones on campus - Golf cart driver safety training - Golf carts provided with audio and visual alarms to alert pedestrians	E	2	Significant		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1297	15-04-17	104	Gate # 03	Gate # 03	Infectious Diseases	- First aid activities - Infectious wastes - Pandemic influenza - Field workers going to areas that require immunization or that have particular disease risk - Laboratory workers handling blood or blood fluid products - Cleaners, security and housekeeping staff contracted used sharps - Staff with infectious diseases working in kitchen / cafeteria - Clinic and laboratory staff handling blood or body fluids - Clinic staff attending to a patient with an infectious / contagious disease - Clinic and laboratory staff sustaining skin penetration injury	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Law No. 17 of 1990 on Protection from Infectious Diseases Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	2	Moderate	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8.1- First Aid and Medical Emergency Plan - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 02-Biological Safety - QU SP 04- Hazardous Waste Disposal	- Risk Assessments - Immunization programs - Staff area training and induction - Standard precautions - First aid Training - PPE (e.g. mask) - Health screening & monitoring (e.g. during sick leaves) for kitchen / cafeteria staff - Establish a procedure for managing skin penetration injuries, including investigation (i.e. to identify whether there is indeed a risk of infection), and immunization (where required) and health monitoring for the personnel who sustained injury.	D	1	Moderate		
PL-ES-006-RA-1298	15-04-17	104	Gate # 03	Gate # 03	Working Outdoors	- Exposure to adverse weather conditions: - thermal - rain - ultraviolet light exposure - wind - uncontrolled environment - heat stress	Potential Illness / Injury / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Risk assessments - Scheduled work at appropriate times and weather conditions - Appropriate PPE for weather conditions	D	2	Moderate		
PL-ES-006-RA-1299	15-04-17	104	Gate # 03	Gate # 03	Students, Visitors and General Public	- Unfamiliar with University procedures: - occupational, health and safety - environmental - Activities that adversely impact on the University environment and/or staff - Inadvertently exposed to hazards or incidents	Potential Illness / Injury / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	C	3	Moderate	- Security guards at gates/buildings - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 3- Roles and Responsibilities - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 14- Audit and Inspection	Restricted access to University buildings and property	C	2	Low		

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									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1300	15-04-17	I04	Gate # 03	Gate # 03	After Hours on Campus	- Working Alone - Reduction in emergency assistance and support	Potential Illness / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	C	2	Low	- Security guards at gates/buildings - Security patrols at regular intervals - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 7- Contractor Management - QU HSEMS Part8- Emergency Management - QU HSEMS Part 12 Hazard, Near Miss, and Incident Reporting and Investigation	- Restricted access to University buildings and property - Staff area training and induction	C	1	Low		
PL-ES-006-RA-1301	15-04-17	I04	Gate # 03	Gate # 03	Driving (including off-road driving)	- Operation of motor vehicles - Poor road conditions - Off road hazards (including wildlife / vegetation / natural habitats) - Fatigue - Poor weather condition (e.g. thick fog / haze)	Potential FAI / LTI / MTI / Fatality / Property Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Work zone Traffic Management Guide (2013)	D	3	Significant	- QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation	- Vehicles fit for purpose (e.g. 4WD for off-road driving) - Staff operating vehicles licensed in accordance with Qatar legal requirements. - Vehicles driven in accordance with Qatar laws (e.g. speeds). - Only persons trained in 4WD operation and recovery will drive 4WD vehicles on off roads (e.g. sand or gravel). - Fatigue management. - Vehicles will be inspected by the driver prior to use to identify if there are any issues that may affect the performance or safety of the vehicle. - Communication means to be available (e.g. mobile phone) - Equip vehicles with a first aid kit and fire extinguisher	D	2	Moderate		
PL-ES-006-RA-1302	15-04-17	I04	Gate # 03	Gate # 03	Working at Heights (Above 2 Meters)	- Working close to an edge unprotected - Unsuitable working environment: - Unsecured equipment - Inappropriate use of access and/or fall arrest equipment: - ladders - scaffold - elevated work platform - harnesses and lanyards - anchor points	FAI / LTI / MTI / PD / Fatality / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	D	3	Significant	- University Operations and Maintenance Workers safety policy - Permit to Work system - Use PPE - Barricading - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SOP 06 - Working at Height	- Risk assessments - Safe Work method statements - Working at height safety training - Fall arrest training - Fall protection: - handrails and barriers - elevated work platforms - scaffolding - fall arrest and anchor point systems - Accessing heights under suitable weather conditions (e.g. not raining and little/no wind) - Restricted access and entry points - Ladder training - Ladder adequate for task (no metal ladders for electrical works) - Ladder inspections - Elevated work platform training	D	2	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1303	15-04-17	I04	Gate # 03	Gate # 03	Performing Hot Work (e.g. welding, cutting, grinding, naked flame, etc.)	• Conducting hot work near flammables or combustibles • Radiant Heat • Hot surfaces • Hot equipment or material	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Qatar Construction Specifications 2010	C	3	Moderate	• University Operations and Maintenance Workers safety policy • Permit to work system • Use PPE • Availability of fire extinguishers and fire blankets • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part 8.1- First Aid and Medical Emergency Plan • QU HSEMS Part 8.2- Fire safety and Response Plan • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SOP 01-Electrical Safety • QU TG 07- Construction, Operations and Maintenance Safety	• Hot work risk assessments • Safe work method statements • Trained operators • Hot Work Emergency Plans • Scheduled maintenance for hot work equipment	C	2	Low	Department Head	
PL-ES-006-RA-1304	15-04-17	I04	Gate # 03	Gate # 03	Electrical	• Use of faulty equipment/appliances • Use of uncertified electrical equipment/appliances • Incorrect and/or faulty electrical installation • Use of electrical equipment/appliances that do not meet relevant Standards and Codes	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004Minister of Civil Service Affairs and Housing Decree No. 20 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 NFPA Codes & StandardsQatar Construction Specifications 2010	E	3	Extreme	• University Operations and Maintenance Workers safety policy • QU HSEMS Part 2- HSE Policy • QU HSEMS Part 6- Risk Management • QU HSEMS Part 7- Contractor Management • QU HSEMS Part8- Emergency Management • QU HSEMS Part 11- Hazard, Near Miss, and Incident Reporting and Investigation • QU HSEMS Part 14- Inspection and Audit • QU SP 01-Lock out/ Tag Out • QU SP 02- Electrical Safety	• Use of RCDs • Scheduled testing and tagging of all electrical equipment • Pre-purchase checklist – Electrical Equipment • Electrical Safety Testing Training • Electrical Appliance Testing Refresher training • Electrical items certification form • Electrical installation by licensed electricians • RCD testing • Risk Assessments - o Risk assessment prior to work on electrical installation - o Risk assessment prior to work on energized electrical equipment	E	1	Moderate	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1305	15-04-17	I04	Gate # 03	Gate # 03	Manual Handling	- Hazardous manual handling tasks/activities that include the following characteristics: - repetitive or sustained application of force - repetitive or sustained awkward posture - repetitive or sustained movement - application of high force - exposure to sustained vibration - handling of a person or an animal - handling of unstable or unbalanced loads or loads which are difficult to grasp or hold	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG 05-Office and Classroom Safety - QU TG 07- Construction, Operations and Maintenance Safety	- Office Ergonomics guidelines - Manual handling training - Workstation Ergonomic Assessment Training - Manual handling risk assessments - Mechanical aids and lifting devices: - trolleys - forklifts - pedestrian stackers and walkers - platform ladders - hoists - Work station risk assessments (Keyboard and Work Station Checklists) - Repurchase checklists - Internal ergonomic and manual handling expert - Induction Compliance Checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-1306	15-04-17	I04	Gate # 03	Gate # 03	Equipment	- Lack of operator competency/training - Unassessed plant and equipment - Lack of/inappropriate guarding - Unrestricted access - Poor management of equipment - Poorly maintained plant	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Minister of Civil Service Affairs and Housing Decree No. 20 of 2005	B	3	Low	- University Operations and Maintenance Workers safety policy - Personal protective equipment - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 11- Training and Competency - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG07- Construction, Operations, and Maintenance Safety	- Equipment Risk Assessments - Guarding and engineering controls - Emergency stops - Training and supervision - Restricted access - Scheduled maintenance - Standard Operating Procedures - Equipment Registers - Purchasing checklist	B	2	Negligible	Department Head	
PL-ES-006-RA-1307	15-04-17	I04	Gate # 03	Gate # 03	Confined Spaces	- Unrestricted access to confined spaces - Inadequate risk assessment of confined space - Inadequate identification of confined space - Poorly ventilated workplaces	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU TG07- Construction, Operations and Maintenance Safety	- Confined space entry permit system - Confined space entry training - Confined space emergency procedures - Confined Spaces Authorizing Officers - Safety signage - Confined space risk assessments - Safe work method statements - Confined spaces register - Restricted access - Buddy system	B	2	Negligible	Department Head	

Ref No	Date	Zone/ Building Code	Building Name	Location Description	Tasks/Activities	Hazards	Potential Outcomes	Reference	Initial Risk Rating			Existing Control Measures	Recommended Control Measures	Residual Risk Rating			Responsible Person/Dept.	Due date
									Consequences	Likelihood	Risk Rating			Consequences	Likelihood	Risk Rating		
PL-ES-006-RA-1308	15-04-17	I04	Gate # 03	Gate # 03	Noise	- Noise in excess of the exposure standards - Distracting noise - Noise impact on/from surrounding community	Potential FAI / LTI / MTI / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Executive By-law for the Protection of the Environment, issued vide Law No. 30 of 2002 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Resolution of the Ministers of Civil Service and Housing Affairs No. 19 of 2005 Qatar Construction Specifications 2010	B	3	Low	- University Outdoor Noise policy (construction) - Personal protective equipment - Signage - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU TG 07- Construction, Operations and Maintenance Safety	- Purchasing less noisy equipment - Purchasing checklist - Acoustic engineering controls - Noise Risk Assessments - Audiometric screening - Hearing protection training	B	2	Negligible	Department Head	
PL-ES-006-RA-1309	15-04-17	I04	Gate # 03	Gate # 03	Welding	- Manual handling injuries from moving welding equipment/cylinders - Fumes - Burns from hot metal - Welding arc – flash - Gas leak from welding hoses - Flashback - Electrocution	FAI / LTI / MTI / PD / Fatality / Fire / Explosion / Asset Damage / Loss of Vision / Illness / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005 Qatar Construction Specifications 2010	E	2	Significant	- University Operations and Maintenance Workers safety policy - Use appropriate PPE - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 7- Contractor Management - QU SOP 03- Compressed Gas Cylinders - QU TG 01-Chemical Safety - QU TG 07- Construction, Operations, and Maintenance Safety	- Risk assessment to determine if activity is defined as “hot work” - MSDS for welding rods and other chemicals - Dedicated welding area - Mechanical ventilation/extraction - Welding equipment secured and cylinders placed on trolley - Welding equipment checked and maintained - Hoses checked and maintained - Flashback arrestors attached to both - Welding activity earthed - Trained operator	E	1	Moderate	Department Head	
PL-ES-006-RA-1310	15-04-17	I04	Gate # 03	Gate # 03	Maintenance of equipment – routine preventative and repair	- Lack of maintenance personnel competency/training - Risks associated with working on unguarded parts of equipment (e.g. entrapment) - Unrestricted access by unauthorized staff/students	FAI / LTI / MTI / PD / Asset Damage / Workers Compensation Claim, Raised WC Premiums.	Labor Law No. 14 of 2004 Resolution of the Ministers of Civil Service and Housing Affairs No. 18 of 2005	D	3	Significant	- University Operations and Maintenance Workers safety policy - QU HSEMS Part 2- HSE Policy - QU HSEMS Part 6- Risk Management - QU HSEMS Part 12- Hazard, Near Miss, and Incident Reporting and Investigation - QU HSEMS Part 14- Inspection and Audit - QU SP 02-Electrical Safety - QU TG04- Machine Safety	- Equipment Risk Assessment - Isolation/lock out-tag out (LOTO) procedures - Standard maintenance procedures - Level of supervision appropriate to level of operator training and skill	D	2	Moderate	Department Head	

