

SCHOOL OF GEO SCIENCES
ECOLOGICAL AND ENVIRONMENTAL SCIENCES
PROJECT SAFETY FORM

Please complete and return this form to the Course Secretary, Room 215, Crew Building, **AFTER** it has been signed by your supervisor, for consideration and approval by the School Safety Adviser (**SA**). The form must be signed by the SA **BEFORE** any project work (including pilot studies) is undertaken. Once the SA has approved your form, you will receive back a signed copy, which you should use as a guide for your project work.

Please attach a copy of your one-page outline and any additional health and safety forms required for your project work (Risk Assessment, COSHH, etc.). Please see the School Health and Safety for more information and guidance on Safe Practice and to download other forms: <https://www.geos.ed.ac.uk/internal/safety/>

Supervisor:

Student:

Student Matric. No:

Project Title:

Form, duration, and probable start date of project:

Brief description of all techniques and methods:

Potential Hazards: (Tick ALL relevant topics)

- | | |
|--|--|
| <input type="checkbox"/> Hazardous substances | <input type="checkbox"/> Accessing trees above shoulder height |
| <input type="checkbox"/> Lone working* | <input type="checkbox"/> Working over or in water |
| <input type="checkbox"/> Difficult terrain | <input type="checkbox"/> Working near water |
| <input type="checkbox"/> Working with animals | <input type="checkbox"/> Non-powered hand tools |
| <input type="checkbox"/> Electrical/Mechanical Equipment
(other than computers) | <input type="checkbox"/> Other hazard (specify) _____ |
| <input type="checkbox"/> Working with computers | _____ |

*Undergraduate students are not permitted to work alone in the labs; please speak with your supervisor about how to arrange your time in the lab to ensure staff are also present.

Please complete reverse side

Precautions to be taken to minimise risks: (For each of the hazards you have ticked above, you must explain the nature of the hazard and state how you will minimise the risk of injury.) If you are handling hazardous substances, you will need to complete a COSHH assessment or make sure one is in place and signed by your supervisor. If Lone Working, please state what procedures are in place if you do not return at the designated time or do not contact those that you have designated to check in with.

Above precautions understood and acknowledged

Student:

Date:

Supervisor:

Date:

SA:

Date:

Signed copies are to be retained by the student, supervisor and secretary.