Quemis Hazard Management Module – Space Owners

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Objectives

- To allow Space Owners to login to Quemis, check their details and change their passwords
- To allow Hazard Data to be entered into Quemis for rooms or spaces allocated to individual Space Owners
- To allow Space Owners to save and review Hazard Data they have entered into Quemis

QuEMIS

- University Wide System
- Various modules
  - Asset management
  - Space management
  - Asbestos
- Single repository for hazard information

About QuEMIS

- Can also hold Emergency Plans, Risk Assessments, Notices, etc.
- Builds knowledge base, allows sharing and retains records
- Simplifies and saves time in the longer term
- Links to other modules

What does good look like?

- Identifying hazards
- Assessing risks
- Developing controls
- Implementing, and,
- Monitoring controls

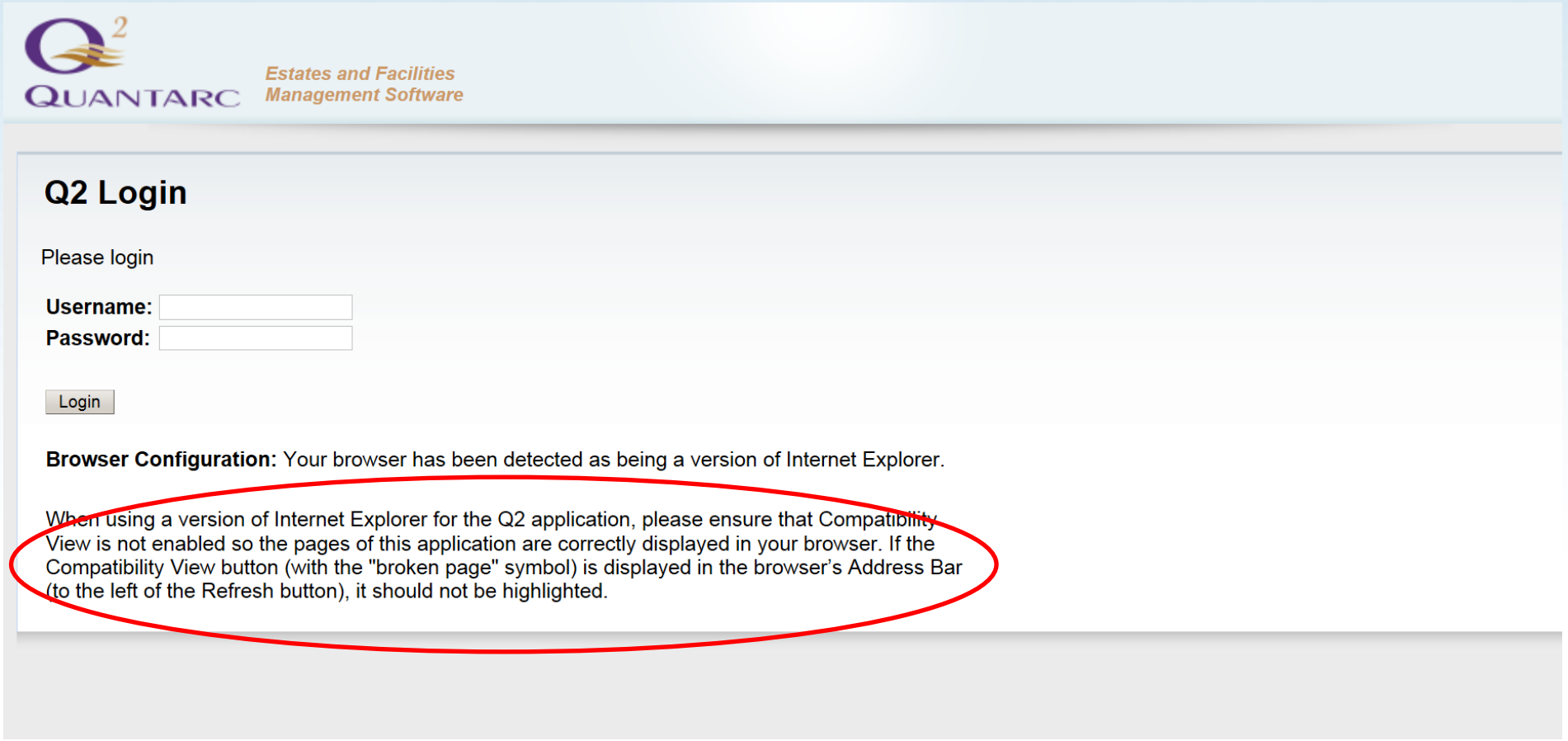
Benefits of Central Records

- Setting priorities
- Sharing information
- Common control methods
- Records retained
- Simplifies risk assessment process

Logging On

- Login page
  - Link to the page will be e-mailed to you
  - Save URL as a bookmark
- Username
  - Initial from first name followed by family name
  - No capitals, punctuation or spaces
- Password
  - Will be given in e-mail
  - Must change password on first login

Login Page



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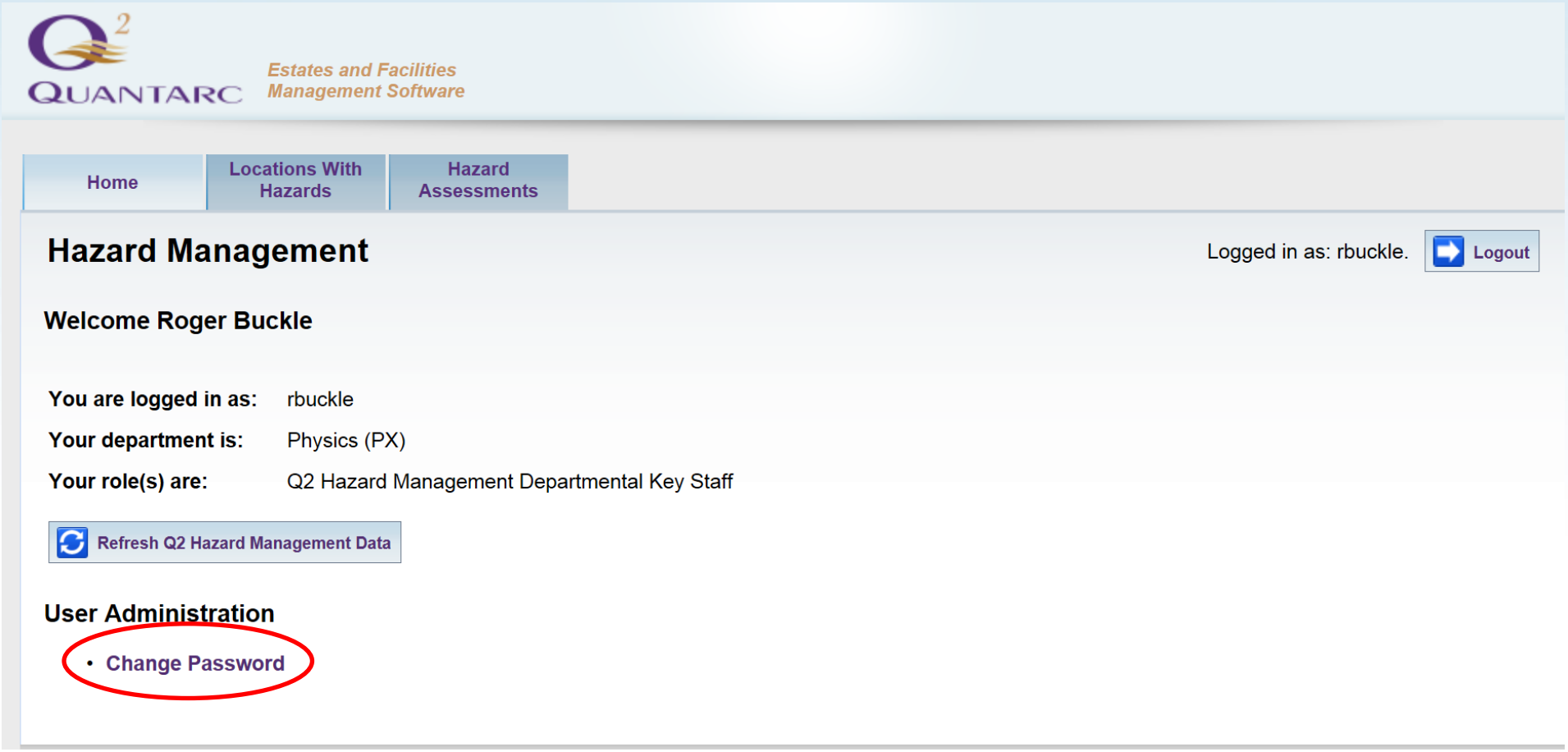
Home Page



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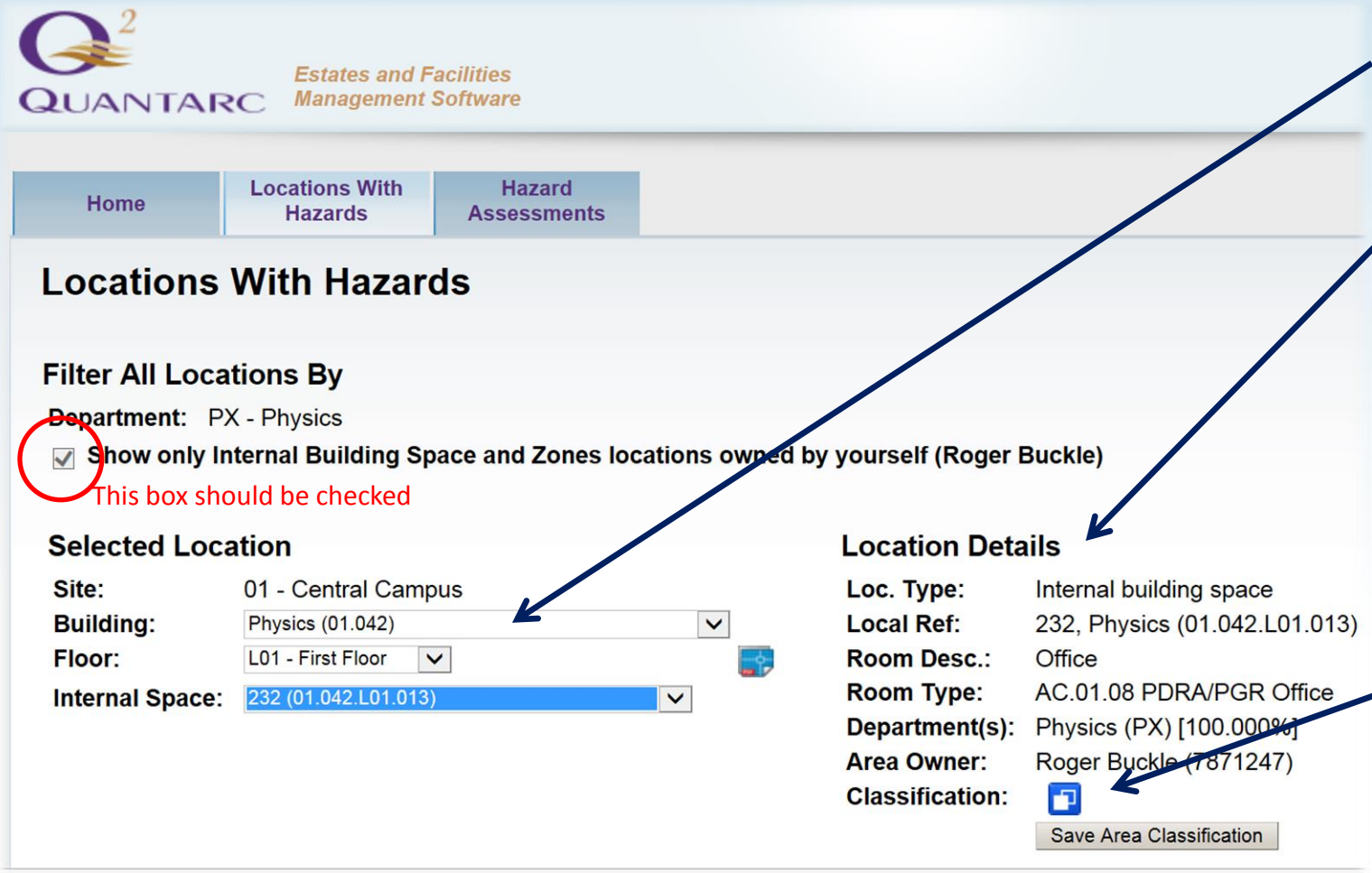
‘Locations with Hazards’



- Select location
- Check location details are correct
- If the Area Classification has not been set then please set it by clicking on the blue icon

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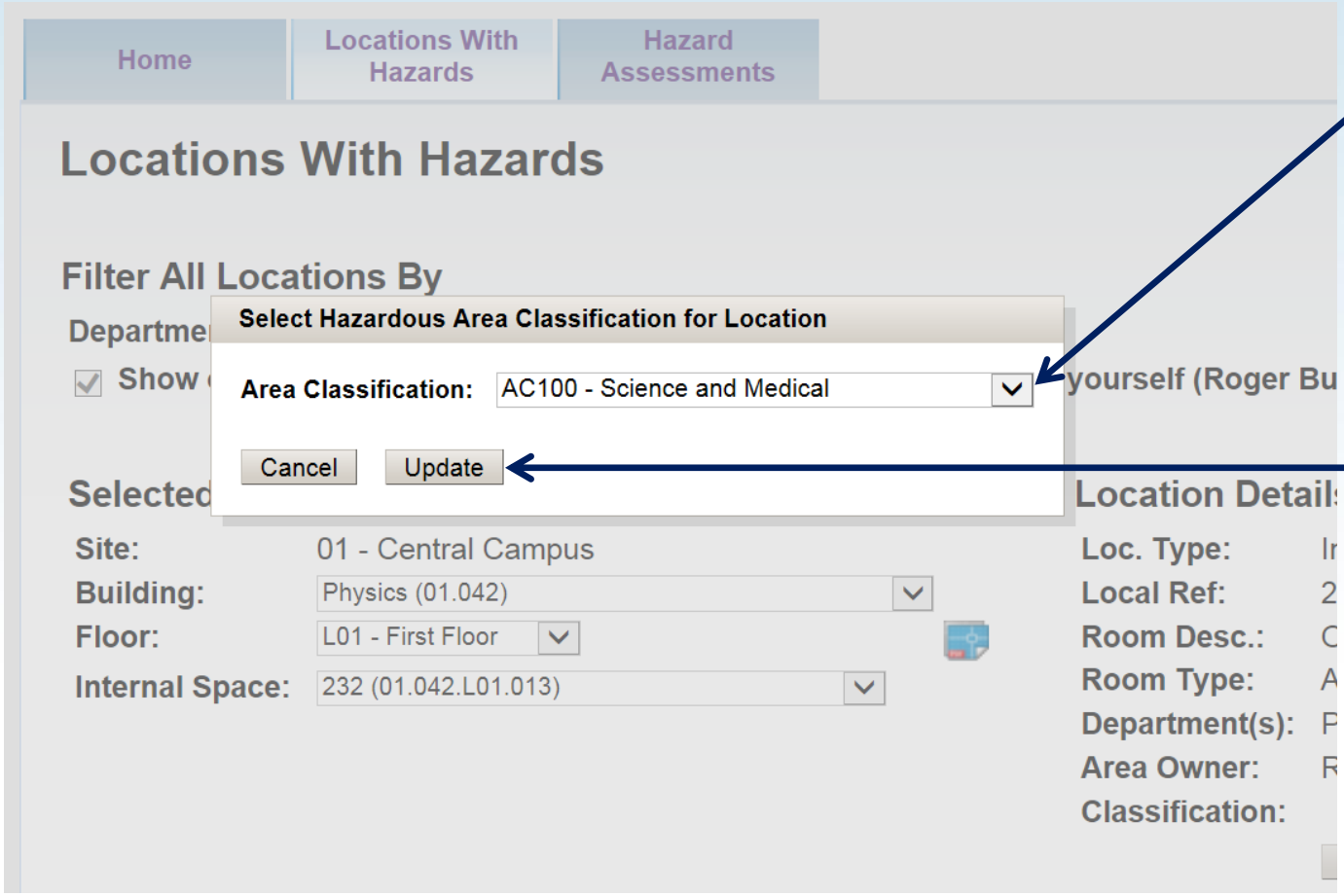
Setting Area Classification



- Select correct faculty
- Click Update

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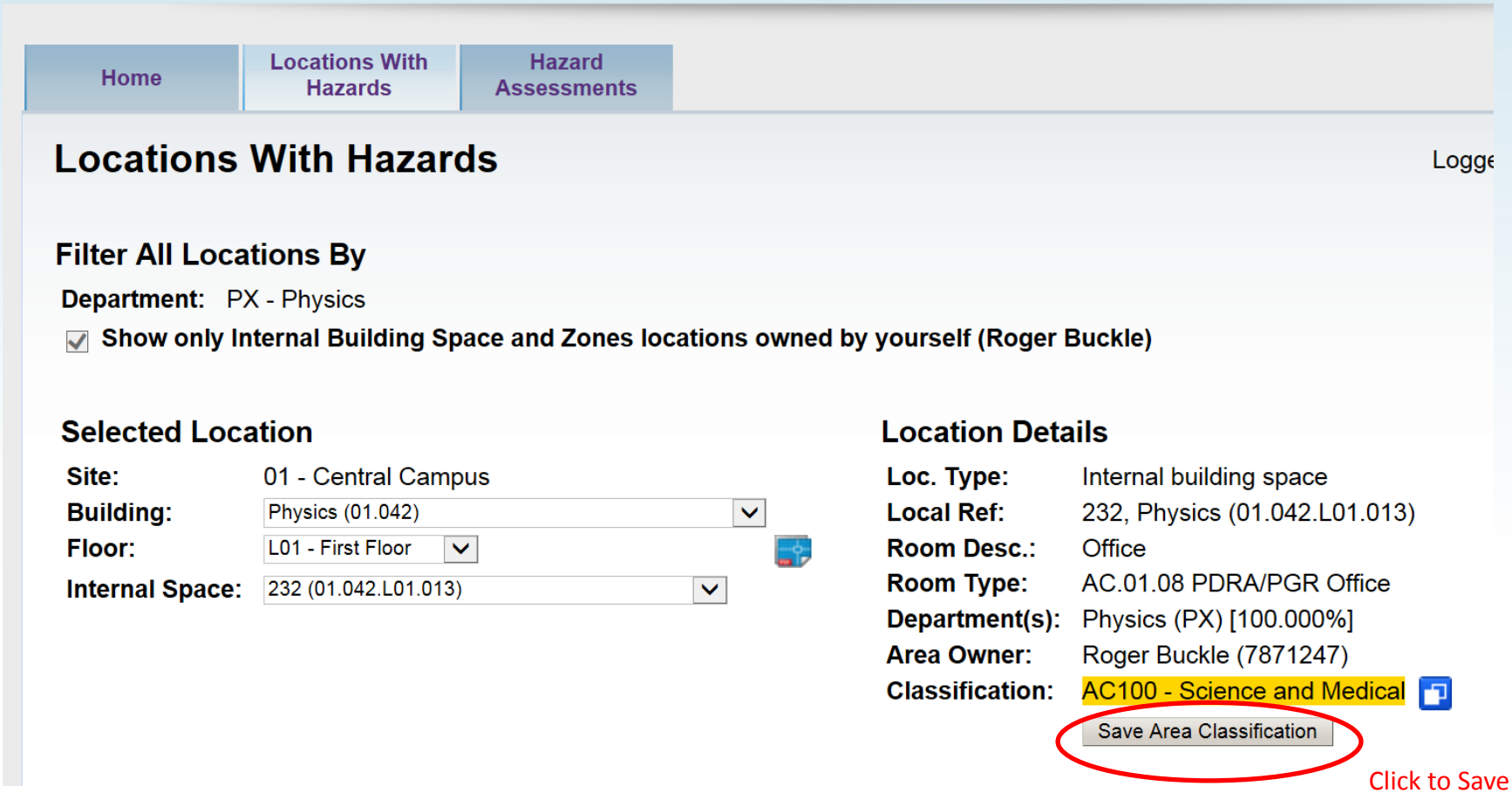
Area Classification



Click to Save

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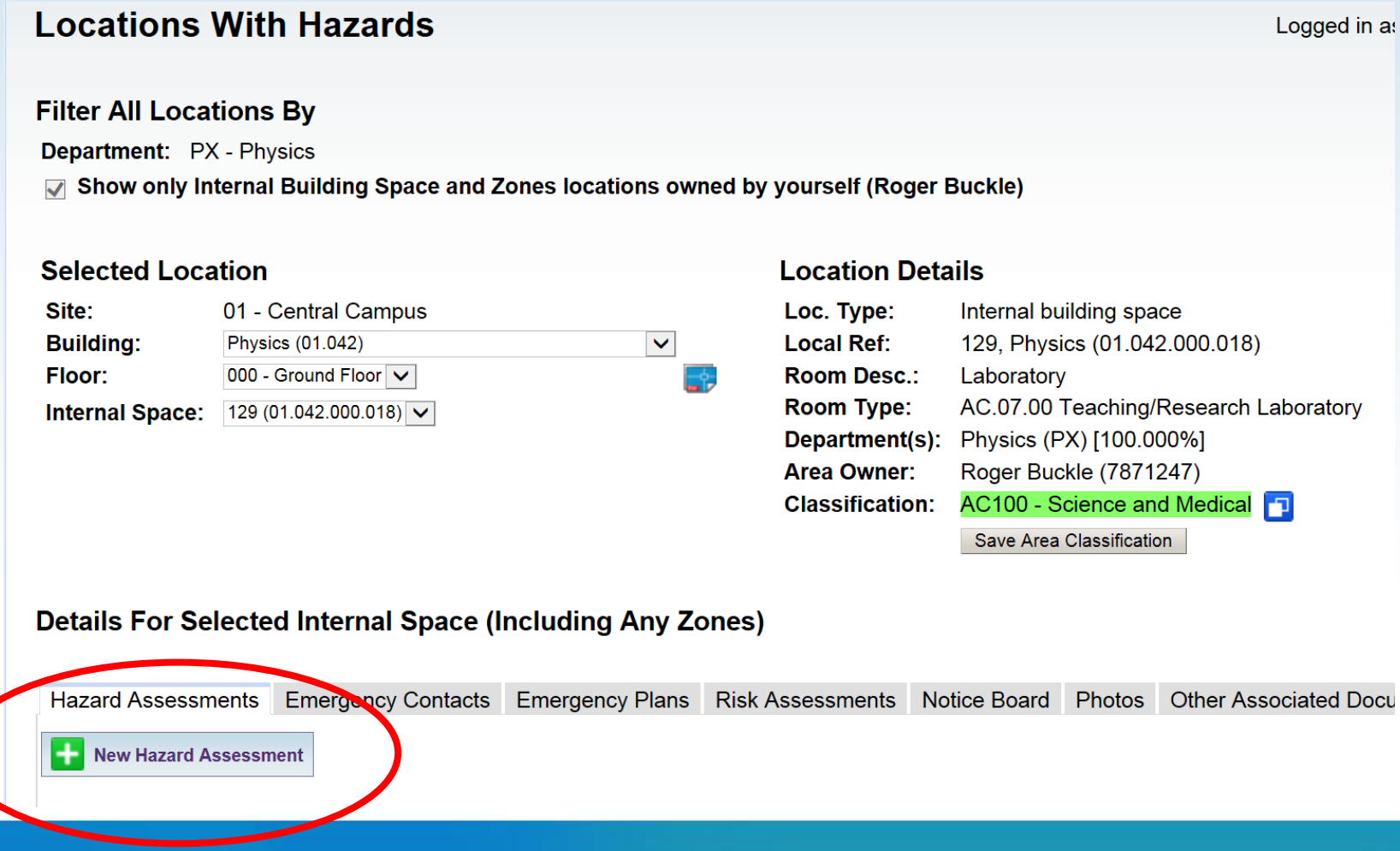
Hazard Assessment



Hazard Grid

	Name	Department	Phone No.	Email
Area Owner:	Roger Buckle (7871247)	Physics (PX)		R.Buckle@warwick.ac.uk
Hazard Assessor:	Roger Buckle (7871247)	Physics (PX)		R.Buckle@warwick.ac.uk

Cancel | Save New Hazard Assessment

Hazard Assessment

Hazards				
Hazard Category	**Nature of Hazard**	**Hazard Level**		
		Low	**Medium**	**High**
HS300. Laser and Radiation	HS301. Ionising Radiation – Sealed Sources	Security Category 5 sources including exempt sources: low radiation hazard	Radiation hazard requiring source accountability and Security Category 3 and 4	High energy radiation: Security Category 1 (HASS) and 2
HS300. Laser and Radiation	HS303. Ionising Radiation – Open Sources		All others	High energy beta and gamma emitters eg 32P,125I
HS300. Laser and Radiation	HS304. Ionising Radiation – Equipment	X-ray generating equipment from main suppliers		X-ray generators designed and / or built by staff or by small suppliers

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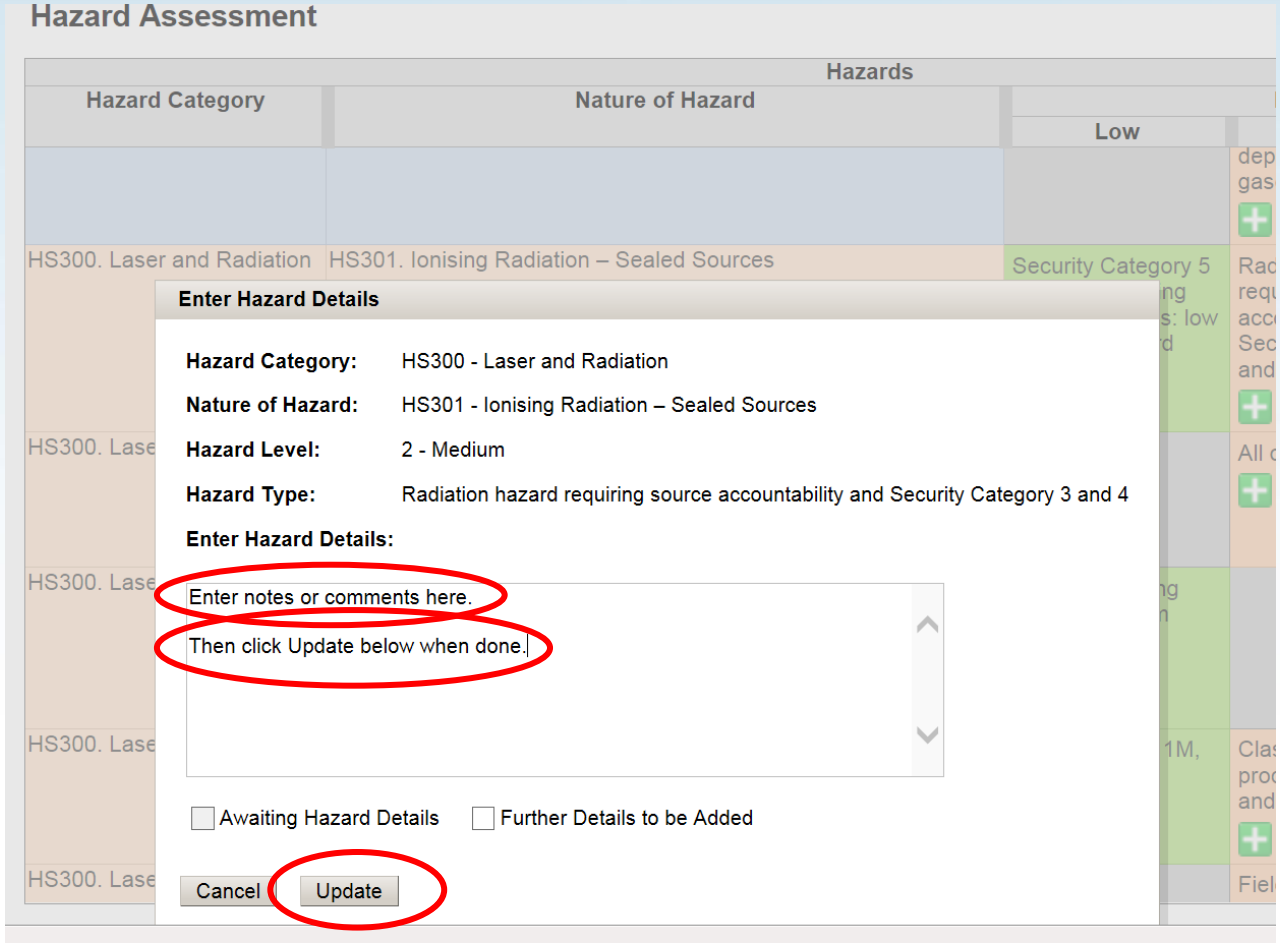
Hazard Grid

- Scroll down through all hazard
- Rate each hazard, by clicking the relevant ‘+’ symbol
- Further detailed guidance is available on each Hazard in ‘Hazard Grid Guidance’
- If the hazard is not present, don’t click
- Click save on completion

Hazard Details



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View Hazard Assessment

	Name	Department	Phone No.	Email
Area Owner:	Roger Buckle (7871247)	Physics (PX)		R.Buckle@warwick.ac.uk
Hazard Assessor:	Roger Buckle (7871247)	Physics (PX)		R.Buckle@warwick.ac.uk
Revision Revisor:	Roger Buckle (7871247)	Physics (PX)		R.Buckle@warwick.ac.uk

Back to Location With Hazards | Change Viewed Revision | Edit Hazard Assessment

Hazard Assessment

Hazard Assessment Ref.: HA10007.2

Hazards				
Hazard Category	**Nature of Hazard**	**Hazard Level**		
		Low	**Medium**	**High**
HS200. Chemical	HS212. Explosives and detonable substances		Substances which explode when working above STP - test	
HS200. Chemical	HS213. Fire risks from Flammable Liquids		Highly Flammable - Liquids with a flashpoint below 21oC and above 0oC.(R11, H225) - test	
HS300. Laser and Radiation	HS301. Ionising Radiation – Sealed Sources		Radiation hazard requiring source accountability and Security Category 3	

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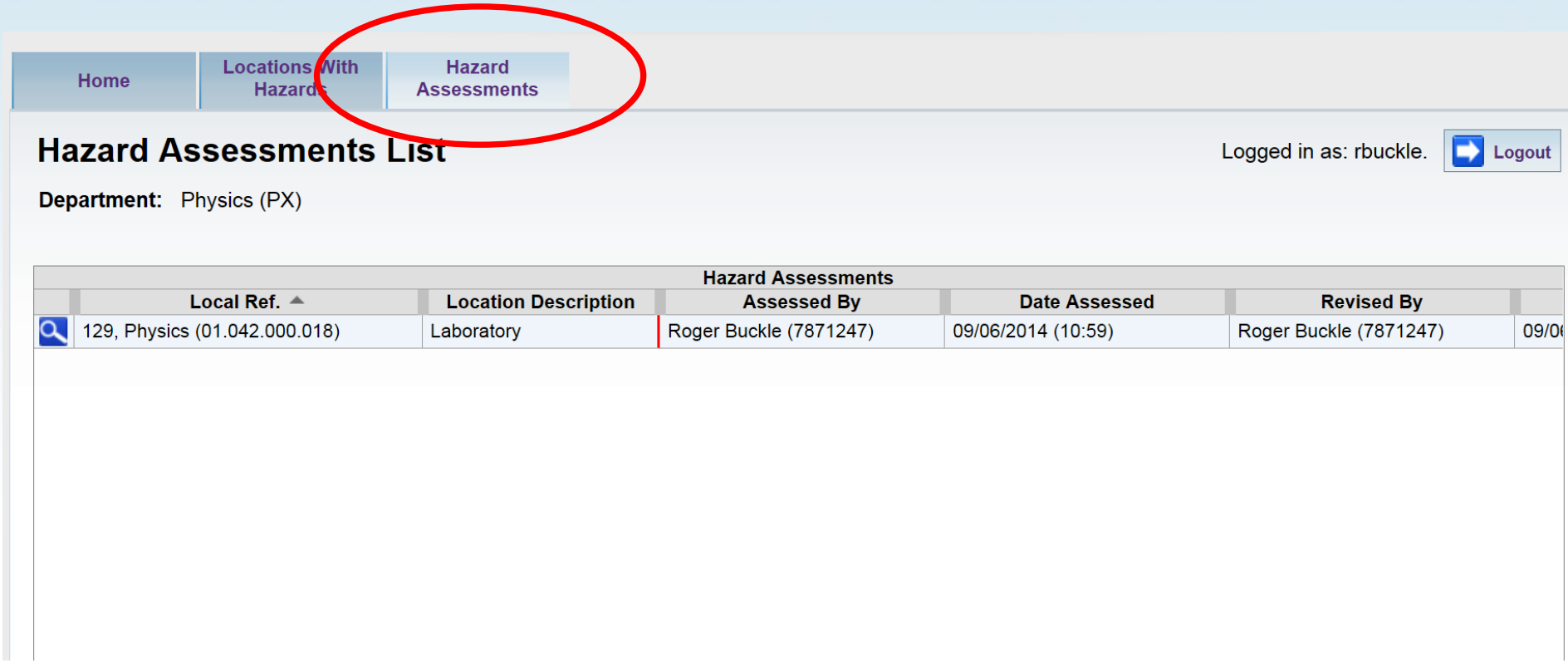
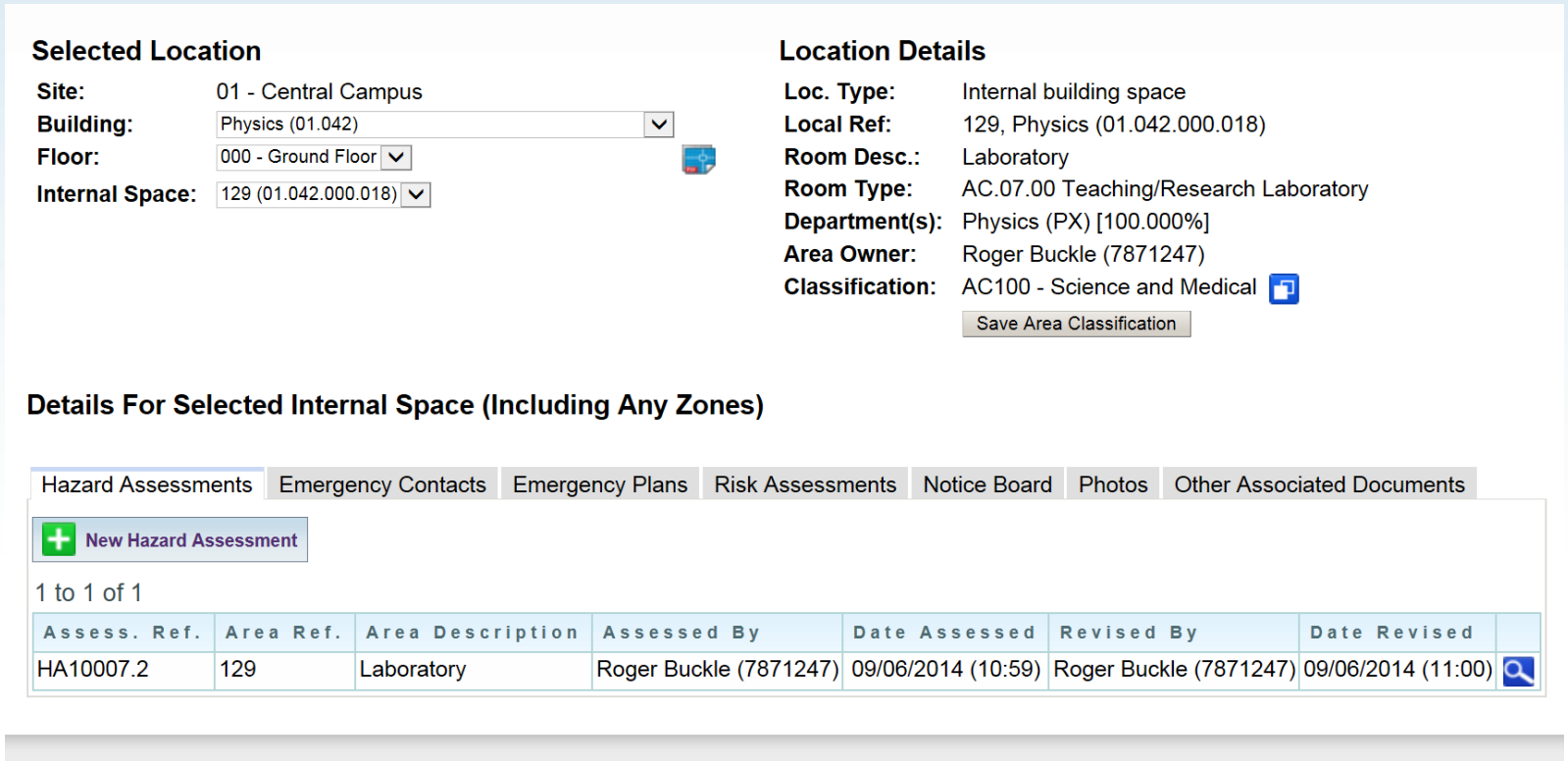
Completed Hazard Assessments



Records

- The new hazard assessment is now displayed



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What Next?

- Login
- Change Password
- Check rooms allocated to you
- Enter live data for your rooms
- Email quemishazardmodule@warwick.ac.uk if you have any problems