

## CSM CEMPS Labs: Sample assessment workflow summary

### 1. Sample assessment form.

- **BEFORE** any samples are permitted in a lab, a current sample assessment form must be fully completed and checked by the lab staff. This can be done via email.



### 2. Samples potentially hazardous?

- Samples are assessed by the lab team (and H&S if required) based on the detail on the form.



Yes



4. STOP. See below.



No



3. Continue with standard procedures for analysis.

### 5. Detail required & assessment carried out. For example:

- **Radioactive** – RPS must be informed and check the samples.
- **Asbestiform** – Samples can't be processed and need to be contained and isolated.
- **Heavy metals** – Special procedures for handling, processing & disposal required.
- **Biosecurity** – Contact Biosecurity officer. Organic samples from outside EU can't be processed and need to be contained and isolated until advice has been taken.
- **Flammable** – Seek advice on handling and storage (CoSSH).
- **Other hazard** – Seek advice from the Lab team and Health & Safety office.



### 6. Continue with Lab work or not?

Only issues that have been resolved can continue with lab work, such as checks or special measures to maintain safety. This must be agreed by lab staff (and possibly H&S) and may require Risk Assessments, CoSHH or other measures.