|  |  |  |
| --- | --- | --- |
|  | CIPTA 2023The Crown Prince CIPTA Award*Theme:***Innovations for** **Sustainable Development Goals** |  |

 **PRODUCT DISPLAY’S DETAILS, HAZARDS IDENTIFICATION AND**

**RISK ASSESSMENT**

*The following information is required for UTB to plan the logistics (such as tables, power supply, large floor area, good ventilation, etc.) required during the product set-up in UTB’s campus, and during the presentation to judges.*

*Please return the form* ***in Word format*** *by uploading the document at* [*http://conference.utb.edu.bn/cipta/*](http://conference.utb.edu.bn/cipta/) *by* ***8 May 2023, Monday.***

|  |  |
| --- | --- |
| **Project Title** |       |
| **Category** | **[ ]  Category 1** – Creating New Product, Process or Technology**[ ]  Category 2** – Modifying Existing Product, Process or Technology**[ ]  Category 3** – Creating New or Modifying Existing Product, Process or Technology by Young Inventors**[ ]  Smart Junior Competition –** Creating New Product, Process or Technology**[ ]  ASEAN 1 -** Creating New or Modifying Existing Product, Process or Technology**[ ]  ASEAN 2 -** Creating New Product, Process or Technology for Young Inventors |
| **Leader’s Name** |       |
| **Leader’s Signature** |       |
| **Date:** |       |

**SECTION A: PRODUCT DISPLAY’S DETAILS**

The participants’ products/innovations will generally be displayed on top of a table and in a classroom or in a laboratory,

|  |  |
| --- | --- |
| **A1** | **In what form will your product/innovation be displayed at UTB?** |

|  |  |  |
| --- | --- | --- |
| *Form* | *Tick* | *Remarks* |
| Hardware | **[ ]**  | *Proceed to Question A2.* |
| Hardware and software | **[ ]**  |
| Poster | **[ ]**  | Posters will be put up on a wall. Participants are required to provide their own stationery, such as sticky tape and manila card for this. The adhesive used must not sully or damage the paint on the wall. *Proceed to Section B.* |
| None, presentation only | **[ ]**  | *Proceed to Section B.* |
| Others (please specify) | **[ ]**  | Form:         | *Proceed to Question A2.* |

|  |  |
| --- | --- |
| **A2** | **What are the dimensions and weight of your display?** |

|  |  |
| --- | --- |
| *Description* | *Values* |
| Dimensions |       cm long x       cm wide x       cm high |
| Weight |       kg |

*Proceed to Question A3.*

|  |  |
| --- | --- |
| **A3** | **Is there any reason why your display needs to be placed in a ground floor laboratory rather than in a first floor classroom?**  |

|  |  |  |
| --- | --- | --- |
| *Reason* | *Tick* | *Remarks* |
| It needs special power supply (other than 240 V mains), plumbing or exhausting, or will be very noisy.  | **[ ]**  | *Proceed to Question A4.* |
| It is very large and is difficult to move to a higher floor. | **[ ]**  | UTB will provide space in the ground floor laboratory for your display. *Proceed to Section A5.* |
| It is very heavy and is difficult to lift to a higher floor. | **[ ]**  |
| Others (please specify) | **[ ]**  | Reason:      *Proceed to Section A5.* |

|  |  |
| --- | --- |
| **A4** | **Which special power supply, plumbing or exhausting is required for your display? Or will it be very noisy?** |

|  |  |  |
| --- | --- | --- |
| *Special requirement* | *Tick* | *Remarks* |
| Power supply | **[ ]**  | Details:       |
| Plumbing | **[ ]**  | Details:       |
| Exhausting | **[ ]**  | Details:       |
| It will be very noisy. | **[ ]**  | Details:       |

*Proceed to Question A5.*

|  |  |
| --- | --- |
| **A5** | **For ASEAN participants: Would bringing your display into Brunei Darussalam require the payment of taxes, handling fees, customs clearance charges, and so forth to Brunei Darussalam’s Customs Office?**  |

|  |  |  |
| --- | --- | --- |
| *Yes/No* | *Tick* | *Remarks* |
| Yes | **[ ]**  | The participants are responsible for handling this matter themselves. Please refer to <http://www.mof.gov.bn/Customs/Import-and-Export-Procedures.aspx> and similar pages on that site for details on this. |
| No | **[ ]**  | None |

*Proceed to Section B.*

**SECTION B: PRESENTATION TO JUDGES**

A PC with Microsoft Windows operating system and common applications, together with an LCD projector will be provided in the presentation room for the presentation to the judges.

|  |  |
| --- | --- |
| **B1** | **Although UTB will not provide additional support for this process, certain simple requests may be considered. Please specify which items are required.** |

|  |  |  |
| --- | --- | --- |
| *Request* | *Tick* | *Remarks* |
| Additional power | **[ ]**  | Details:       |
| Software | **[ ]**  | Details:       |
| Others (please specify) | **[ ]**  | Details:       |

*Proceed to Section C.*

**SECTION C: PRODUCT DISPLAY’S HAZARDS**

Please tick the appropriate boxes.

|  |  |  |
| --- | --- | --- |
| **Mechanical hazards: Are the following possible with the display?** | Yes | No |
| Contact with moving parts; mass and stability problems on machinery | **[ ]**  | **[ ]**  |
| Accumulation of energy inside the machinery, e.g. elastic elements, liquids or gases under pressure, the presence of a vacuum | **[ ]**  | **[ ]**  |
| Crushing hazards | **[ ]**  | **[ ]**  |
| Cutting hazards | **[ ]**  | **[ ]**  |
| Stabbing hazards | **[ ]**  | **[ ]**  |
| Entanglement hazards | **[ ]**  | **[ ]**  |
| Friction or abrasion hazard | **[ ]**  | **[ ]**  |

|  |  |  |
| --- | --- | --- |
| **Electrical Hazards: Are the following possible with the display?** | Yes | No |
| Contact with live parts (direct contact) | **[ ]**  | **[ ]**  |
| Contact with parts that become live under faulty conditions (indirect contact) | **[ ]**  | **[ ]**  |
| Close proximity to live parts under high voltage | **[ ]**  | **[ ]**  |
| Thermal radiations or other phenomena such as projection of molten particles and chemical effects from short circuit or overload | **[ ]**  | **[ ]**  |

|  |  |  |
| --- | --- | --- |
| **Thermal Hazards: Are the following possible with the display?** | Yes | No |
| Burns, scalds and other injuries by possible contact with objects or materials (hot or cold) | **[ ]**  | **[ ]**  |
| Damage to health by hot or cold working environment | **[ ]**  | **[ ]**  |

|  |  |  |
| --- | --- | --- |
| **Vibration Hazards: Are the following possible with the display?** | Yes | No |
| Vibrations from use of hand held machine | **[ ]**  | **[ ]**  |
| Whole body vibration | **[ ]**  | **[ ]**  |

|  |  |  |
| --- | --- | --- |
| **Materials and substance hazards: Are the following possible with the display?** | Yes | No |
| Contact with or inhalation of harmful fluids, gases, mists, fumes and dusts | **[ ]**  | **[ ]**  |
| Fire and explosion | **[ ]**  | **[ ]**  |
| Biological or microbiological hazards | **[ ]**  | **[ ]**  |

|  |  |  |
| --- | --- | --- |
| **Radiation hazards: Are the following possible with the display?** | Yes | No |
| Low frequency radiation; radiowaves and microwaves | **[ ]**  | **[ ]**  |
| Infrared, visible and UV radiation | **[ ]**  | **[ ]**  |
| Lasers | **[ ]**  | **[ ]**  |

|  |  |  |
| --- | --- | --- |
| **Animal/Insects/Vermin hazards: Are the following possible with the display?** | Yes | No |
| Poisonous Bite/Stings | **[ ]**  | **[ ]**  |

|  |  |  |
| --- | --- | --- |
| **Mechanical hazards and hazardous events: Are the following possible with the display?** | Yes | No |
| From load falls, collisions, machine tipping | **[ ]**  | **[ ]**  |
| Uncontrolled loading, overloading, overturning moments exceed | **[ ]**  | **[ ]**  |
| Unexpected/unintended movement of loads | **[ ]**  | **[ ]**  |

|  |  |  |
| --- | --- | --- |
| **Noise hazards: Are the following possible with the display?** | Yes | No |
| Noise exceeding 80 dB  | **[ ]**  | **[ ]**  |
| Hearing loss or other physiological disorders | **[ ]**  | **[ ]**  |
| Interference with speech, acoustic signals | **[ ]**  | **[ ]**  |

|  |  |  |
| --- | --- | --- |
| **Others: Are the following possible with the display?** | Yes | No |
| Food poisoning | **[ ]**  | **[ ]**  |
| Intoxication | **[ ]**  | **[ ]**  |
| Dehydration | **[ ]**  | **[ ]**  |
| Please write any additional information here, if required:      |

**FOR OFFICIAL USE ONLY**

**SUMMARY OF IDENTIFIED HAZARDS AND RISK ASSESSMENT**

|  |
| --- |
| **List of hazards** |
| 1. |       |
| 2. |       |
| 3. |       |
| 4. |       |
| 5. |       |
| 6. |       |
| Remarks:       |

|  |
| --- |
| **Person(s) at risk** |
|       |

|  |  |
| --- | --- |
| **What is the level of risk exposure?** | (Tick one) |
| Minimal | **[ ]**  |
| Adequately controlled. No further action required. | **[ ]**  |
| Inadequately controlled. Further investigation required. | **[ ]**  |

**END**