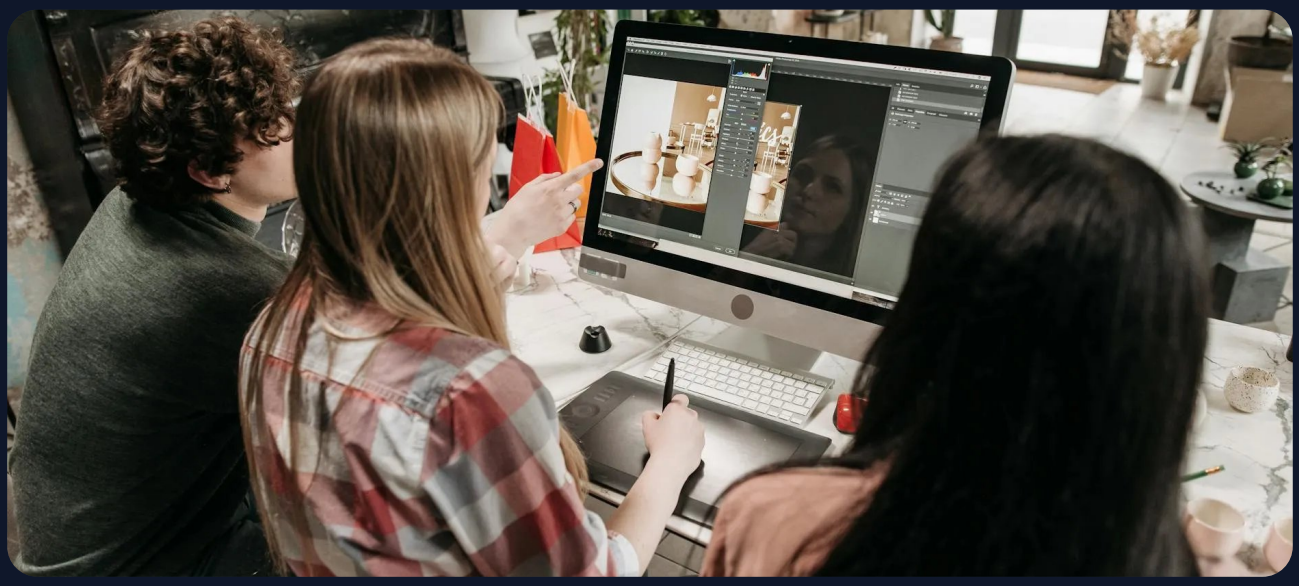
RISK ASSESSMENT WIZARD



CREATIVE AND TECHNICAL OFFICES

Safety Guide

Office Professional

4	16	3
Key Benefits	Control Measures	Checklist Items

KEY BENEFITS

Innovation

Dedicated creative time produces new concepts, intellectual property, and differentiating brand assets.

Quality Design

Iterative design and testing improve product quality, usability, and customer satisfaction.

Collaboration

Cross-functional collaboration accelerates problem solving and shortens time to market.

Specialist Tools

Access to specialist tools enables accurate modelling, prototyping, and data-driven decisions.

KEY HAZARDS & CONTROL MEASURES

Laser Cutters & Engravers

- ✔ Operator training certified
- ✔ Extraction systems maintained
- ✔ Fire suppression in place
- ✔ Approved materials list enforced

3D Printing Operations

- ✔ Ventilation for all printers
- ✔ PPE for resin handling
- ✔ Temperature warnings posted
- ✔ Safe chemical storage

Electronics & Soldering

- ✔ Fume extraction at benches
- ✔ Lead-free solder preferred
- ✔ Safe iron storage
- ✔ Handwashing facilities

Creative Workload & Deadlines

- ✔ Project planning reviews
- ✔ Resource allocation monitoring
- ✔ Wellbeing check-ins
- ✔ Overtime limits enforced

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