

Add New Assessment – Generic CGS (Onsite Mixture)

1. Click menu **Company List**
2. List of company will be displayed
3. Click button **Assessment List**
4. Assessment List's page will be displayed
5. Click button **+ Add New Assessment**
6. Click **No** for Direct Advice
7. Fill up the details of:
 - Date of assessment
 - Name of work area
 - No of process
 - Name of process
 - No of task
 - Task name
 - No of worker
 - Assessment type: Select **"Onsite Mixture"**
 - No of chemical and chemical name
8. Click button *** Assessment**
9. Fill up the details of (1st chemical):
 - Composition value (%)
 - Solid/ Liquid
 - H-codes
 - Total duration of use per day (minutes)
 - Level of dustiness (for solid)
 - Value of vapour pressure/ boiling point (for liquid)
 - Operating temperature if relevant (for liquid)
10. Click button **Save**
11. Click button ***Assessment** for next chemical
12. Fill up the details of (Next chemical):
 - Composition value (%)
 - Solid/ Liquid
 - H-codes
 - Total duration of use per day (minutes)
 - Level of dustiness (for solid)
 - Value of vapour pressure/ boiling point (for liquid)
 - Operating temperature if relevant (for liquid)
13. Click button **Save**
14. Fill up the details of (cont.):
 - Total quantity of mixture and unit
 - Duration of use per day (minutes)
 - Necessity of Respiratory Protective Equipment (RPE)
 - Existing control measure
 - Adequacy of existing control
 - Action to be taken
 - Other recommendations
 - Necessity of training
 - Necessity exposure monitoring
 - Necessity of medical surveillance
15. Click button **Save**
16. Click button **Save**
17. Tick declaration
18. Click button **Submit**
19. Assessment List's page will be displayed automatically

NOTES FOR H-CODE:

- Multiple H-codes can be selected.
- If there is no H-codes in the list, kindly select None of the above H-Codes apply.
- For H334, H340, H350 and H350i, SiRAC cannot be conducted. Kindly proceed with CHRA

NOTES FOR Control Guidance Sheet (CGS):

- CGS can be downloaded
- Click **Download**



Director

Chemical Management Division

Department of Occupational Safety and Health (DOSH)

Level 1, 3, 4 & 5, Block D4, Complex D,

Government Administrative Centre,

62530 W. P. Putrajaya

Email: jkkp@mohr.gov.my | Tel: +603 8886 5088 | Fax: +603 8889 2351



Simple Risk Assessment and Control for Chemicals (SiRAC)

SiRAC Online (Module: Assessor)



Chemical Management Division
Department of Occupational Safety and Health (DOSH)

Introduction

What is SiRAC Online?

1. It stands for Simple Risk Assessment and Control.
2. A system to carry out a simple assessment based on a process of grouping workplace risks into control bands based on combination of hazard and exposure information.
3. Emphasis is on risk control.
4. There are three modules for SiRAC Online. This brochure outlines module for employer and how to create new employer account and appoint assessor or trained person to conduct SiRAC assessment.

Login as Assessor

1. Check your email to activate account as Assessor in SiRAC Online
2. Click button **Active Now**
3. SiRAC Online Main Page will appear automatically once the account has been activated successfully or browse to <https://sirac.dosh.gov.my>
4. Click button **Assessor** at the main page
5. Fill in "Username" and "Password" – refer to Login Info in your email
6. Login is successful.

Update Profile

1. Click **User Profile** menu and select **My Profile**
2. Update your information (Name, Category, Training Date, ROC No., IC/Passport No., Designation, Telephone No, Email, Company Name)
3. Click button **Update**

Forgot Password

1. Click **Forgot Password** button.
2. Insert "**Username**" in **Forgot Password** Form
3. Click button **Reset Password**
4. Check your email and click **Click To Reset Password**
5. Fill up the details in **Reset Forgot Password** form
6. Click button **Reset Password**
7. Now you can login by using your **New Password**

Change Password

1. Click User Profile menu and select Change Password menu
2. Fill up the details in **Change Password** Form (old password, new password, confirm new password)
3. Click button **Change Password**

NOTE:

URL SiRAC Online System - <https://sirac.dosh.gov.my>

Add New Assessment – Specific CGS

1. Click menu **Company List**
2. List of company will be displayed
3. Click button **Assessment List**
4. Assessment List's page will be displayed
5. Click button **+ Add New Assessment**
6. Click **Yes** for Direct Advice
7. Fill up the details of:
 - Date of assessment
 - Name of work area
 - No of process/ task
 - Activity(pest control/cleaning services / lithography printing)
 - Chemical name
8. Fill up the details of (cont.):
 - Existing control measure
 - Adequacy of existing control
 - Action to be taken
 - Other recommendations
 - Necessity of training
 - Necessity exposure monitoring
 - Necessity of medical surveillance
9. Click button **Save**
10. Tick declaration
11. Click button **Submit**
12. Assessment List's page will be displayed automatically

Add New Assessment – Generic CGS (Single Chemical/ Product)

1. Click menu **Company List**
2. List of company will be displayed
3. Click button **Assessment List**
4. Assessment List's page will be displayed
5. Click button **+ Add New Assessment**
6. Click **No** for Direct Advice
7. Fill up the details of:
 - Date of assessment
 - Name of work area
 - No of process
 - Name of process
 - No of task
 - Task name
 - No of worker
 - Assessment type: Select "**Single Chemical/ Product**"
 - No of chemical and chemical name
8. Click button ***Assessment**
9. Fill up the details of:
 - Solid/ Liquid
 - H-codes
 - Total duration of use per day (minutes)
 - Level of dustiness (for solid)
 - Value of vapour pressure/ boiling point (for liquid)
 - Operating temperature if relevant (for liquid)
 - Necessity of Respiratory Protective Equipment (RPE)
 - Existing control measure
 - Adequacy of existing control
 - Action to be taken
 - Other recommendations
 - Necessity of training
 - Necessity exposure monitoring
 - Necessity of medical surveillance
12. Click button **Save**
13. Tick declaration
14. Click button **Submit**
15. List of assessment will be displayed automatically

NOTES FOR H-CODE:

- Multiple H-codes can be selected.
- If there is no H-codes in the list, kindly select None of the above H-Codes apply.
- For H334, H340, H350 and H350i, SiRAC cannot be conducted. Kindly proceed with CHRA

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