

Risk Assessment No: COVID19- UNIT 6					Task Statement No: COVID-19 RA001				
Activity: AREA SPECIFIC – TIPPER INDUSTRIAL ESTATE - UNIT 6									
Frequency		1 Improbable 2 Unlikely 3 As Likely as Not 4 Probable 5 Highly Probable							
Health and Safety Consequence		S1 Insignificant (No Effect) S2 Marginal (Minor Injuries) S3 Serious (Major Injuries) S4 Critical (Fatalities) S5 Catastrophic							
Environmental Consequence		E1 Insignificant (No Effect) E2 Marginal (Minor Effect) E3 Serious (Major Effect) E4 Critical (Irreversible) E5 Catastrophic							
Groups effected by the risk		Employee <input checked="" type="checkbox"/> (Working on task and in vicinity) Contractor <input checked="" type="checkbox"/> 3 rd Party (i.e. public) <input type="checkbox"/> Other (Please State)							
RISK RATING = CONSEQUENCE X FREQUENCY			(1-5 Insignificant), (6-12 Acceptable), PROCEED			(13-25 Unacceptable). WORK SHALL NOT START			
HAZARD	UNDESIRE D EVENT	CONSEQUENCES	BEFORE CONTROL			CONTROL MEASURE	AFTER CONTROL		
			(C)	(F)	(RR)		(C)	(F)	(RR)
Social Distancing	Area or surface becomes contaminated where multiple employees work	<p>Spread of disease as the virus is highly contagious.</p> <p>Spread of disease-causing lack of sales and production.</p>	4	5	20	<p>Temperature Checks Temperature check is carried out before employees start work to confirm no sign of high temperature or fever.</p> <p>Review of work areas No employees to be working within 2 meters of each other. Where this is unavoidable e.g. inspection rooms. Time should be kept to a minimum and no greater than 15 mins working together.</p> <p>Wearing of provided PPE Facemasks and gloves must be worn in areas where social distancing is difficult.</p> <p>Areas highlighted as 1 person at a time</p> <ul style="list-style-type: none"> Toilets Kitchen <p>Areas highlighted at 2 persons max</p> <ul style="list-style-type: none"> Boardroom 	3	2	6

<p>Common touchpoints, doors, buttons, handles, vehicle cabs, tools, equipment etc.</p>	<p>Area or surface becomes contaminated where multiple employees work</p>	<p>Spread of disease as the virus is highly contagious.</p> <p>Spread of disease-causing lack of sales and production.</p>	<p>4</p>	<p>5</p>	<p>20</p>	<p>Wearing of provided PPE Facemasks and gloves must be worn where social distancing is difficult.</p> <p>More frequent cleaning procedures should be in place across the site, particularly in communal areas and at touch points including:</p> <ul style="list-style-type: none"> • Taps and washing facilities, • Toilet flush and seats, • Door handles and push plates, • Handrails on staircases and corridors, • Lift and hoist controls, • Machinery and equipment controls, • All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines and payment devices, • Telephone equipment, • Keyboards, photocopiers and other office equipment, • Rubbish collection and storage points should be increased and emptied regularly throughout and at the end of each day, • Consult with your waste service provider to clarify the status of different types of waste. <p>A deep clean may be appropriate before people return to site.</p>	<p>3</p>	<p>2</p>	<p>6</p>
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<p>Groups of workers together I.E Shifts</p>	<p>Area or surface becomes contaminated where multiple employees work</p>	<p>Spread of disease between shifts</p> <p>Spread of disease as the virus is highly contagious.</p> <p>Spread of disease-causing lack of sales and production.</p>	<p>4</p>	<p>5</p>	<p>20</p>	<p>Wearing of provided PPE Facemasks and gloves must be worn where social distancing is difficult.</p> <p>Clean-down of any equipment that would have been used by other employees prior to beginning commencement of work</p>	<p>3</p>	<p>2</p>	<p>6</p>
<p>Training / Inductions in new working methods</p>	<p>Employee unaware of responsibilities</p>	<p>Spread of disease as the virus is highly contagious.</p> <p>Spread of disease-causing lack of sales and production.</p>	<p>4</p>	<p>5</p>	<p>20</p>	<p>Training given via Induction Toolbox talks Presentations etc.</p> <p>Wearing of provided PPE Facemasks and gloves must be worn where social distancing is difficult.</p> <p>Clean-down of any equipment that would have been used by other employees prior to beginning commencement of work.</p>	<p>3</p>	<p>2</p>	<p>6</p>

Main Office	Employee Unaware of responsibilities	Spread of disease-causing lack of sales and production.	4	5	20	<p>Review of work areas No employees to be working within 2 metres of each other. Where this is unavoidable, time should be kept to maximum of 15 min working together.</p> <ul style="list-style-type: none"> • 4 staff members have been spread out to prevent the spread of the virus. • Reduced staff levels in office • Homeworking for staff that can complete their role remotely has been introduced. • Windows in offices to be kept open. • Provided PPE face masks and gloves must be worn where social distancing is difficult. • Employees must give their desks and equipment a clean prior to beginning commencement of work. 	3	3	9
General Offices	Employee Unaware of responsibilities	Spread of disease-causing lack of sales and production	4	5	20	<p>No employees to be working within 2 metres of each other. Where this is unavoidable, time should be kept to a maximum of 15 min working together.</p> <ul style="list-style-type: none"> • All General offices to be used by 1 employee at a time. • Homeworking for staff that can complete their role remotely has been introduced. • Provided PPE face masks and gloves must be worn where social distancing is difficult. • Clean-down of any equipment that would have been used by other employees prior to beginning work. 	3	2	6

Kitchen Bathroom	2m Distance could be breached when coming out of toilet if kitchen is in use.	Spread of disease as the virus is highly contagious. Spread of disease – causing lack of sales and production.	4	5	20	Review of toilet area New red card system in place. If any employee is using the toilet a red card has been given out to put on the kitchen door advising other employees that the toilet/kitchen is in use stopping any 2m distance breach. Provided PPE face masks and gloves must be worn where social distancing is difficult.	3	2	6
Air Conditioning	Area or surface becomes contaminated	Spread of disease.	4	5	20	Air conditioning system fitted with anti-viral filter.	1	1	1

Signed: *L.Tandy* (Assessor) Print Name: L. Tandy Date: 17.06.2020

To be reviewed 12 months or after an accident or significant change to process or personal

Signed: *R. O'Loughlin* (Reviewer) Print Name: Richard O'Loughlin Review Date: Jun-2021

I have read and fully understand this Risk Assessment

Name	Role	Date	Signature

Risk Assessments Control Measures Action Plan

Control Measure	Date Highlighted	Close out Date	Remarks