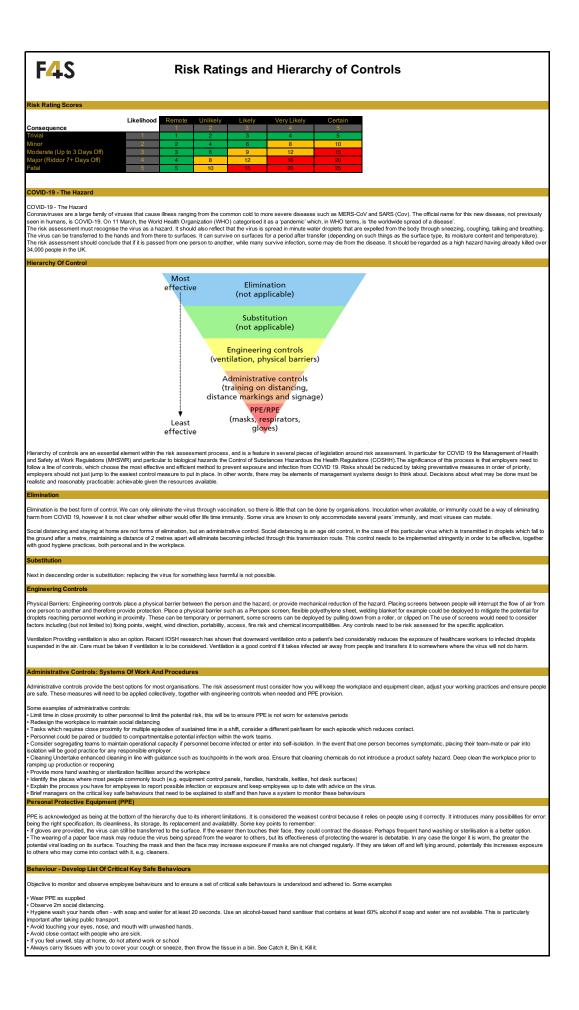


Risk Assessment - Making Businesses COVID secure

Tuesday, 26 May 2020



I

F4S

Risk Assessment - Making Businesses COVID Secure

			Risk rations with no Risk rations with								
Who might be harmed	How might the people be harmed?	Existing or no. Measures in Place (State objective)	Likelihood (L)	trols in p Cousedneuce C)	d) Gui	Popored additional measures: E = Elimonale - NA E = 5 substitution - NA E = Engineering Controls A - Admin Controls PPE = Personal Protective Equipment B = Behaviou B = Behaviou	Cikelihood (L)	consequence C)	Risk Rating (RR)	Action monitored by whom	Action monitored by when
Hazard / Activity: There is a direct threat to staffhash and wellbeing from transmission of the COVD-3.9 comparing while york, an analysis comparing while york, and analysis determines if possible to follow the social distancing guidelines. Who might be harmed: All employees expectally Clinically valueable pool of Contractors and violants to the <i>Public</i>	Midd/Sever lines: and in severe case death. People can catch the vicus from others who are infected in the following ways: 1. Vicus moves from person to persons in droplets from the noise or mouth spread when a person with the vicus cougher death and the vicus cougher of the vicus death and the vicus cougher of the people have coughed on, etc. People can pick the vicus the breathing in the droplets or by touching contaminated wirkes and then touching their eyes or mouth	Clipceber in line with Public Health England PHIC public income whom the social distance public line in line dataset as a particular site intry, you solve the social distance public line in line dataset as a structure site interview operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission.	4	5	20	Canadar who is needed on this, for example, support staff hould work from hours if at a possible. In possible, and possible, the possible of the start of	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Hazard / Activity: Before reopening your facility. Who might be harmed: All employees especially Clinically vulnerable people / Contractors and visitors to site /Public	Mild/Severe Illness and in severe case death.	Dispective: To make sum that any site or location that has been closed or partially operated is clean and ready to restart.	4	5	20	Checking whether you need to an occe as adjust wentilition systems, for example, to that why do not at undirectly indice wentilitiation levels due to lower than normal accupancy levels. Much de calculations and an example and adjustments however where systems are ne wentilitiation and a constraint with the should be longed to may our heating wentilitiation and a constraint with the systems or advices. Partitive pressure systems can operate as normal.	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Nazad J Activity: Protecting people who are a thigher Miss. Some staff my have prevesting medical conditions which: ender them more vulnerable to the dangers of coronavirus infection. Who might be harmed: All employees expectably Clinical you lenable people Contractors and visitors to site /Public	Mild/Sever liness and in severe case death. Examples of people which greater risk are: To or older / pregnant / have a lung condition such as attms, CPO, emphysma or kronchils (not severe) / have heart fileases, diabetes, chronic kidney disease or liver disease (such a hapatitis) ar etaking medicine that car affect the immune system (such a low doses of steroids) or / are very obse	Objective: To protect critically administrative and critically activative and incidential. Clinically activenely vulnerable individuals have been strongly advised not to work addiside the holms. Clinically unlenable individuals, who are at higher risk of severe illines; the scample, people with none pre-station conditions) have made to take active a can observing social distancing and should be helped to work from home, either in their current role or in an alternative role.	5	5	25	If clinically viewands (but not externelly clinically viewands) individuals cannot work from home, they should be derived the option of the safets available on dire rise, availability them to siny. Yan away from others. If they have to speet them werkins 2 and others, you should carafully assess whether this involves an acceptable lose of risk. As for any workplace risk you must take into accent expected with protected advancessitics, including, for example, expectant nothers who are entities to a sugnetion on full pay if suitable roles cannot be faund. Particular attention should also begat to people who have with Clinically estimanly wellbeeting. This could include advice or telephone support.	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Hazard / Activity: Unable to maintain 2m osci al distance where we possible including while arriving at and daparting from work, while in work net, daparting from work, while in work net when traveling between sites. Contracting Codi 39 Virus Passing on Virus to others. Who might be harmed: All englyones appecially Clinically vulnerable people / Contractors and visitors to site / Public	Mild/Severe lliness and in severe case death.	Caperber Where the accula distance guideline cannot be biolowed in full in relations to approximate a structure providence should consider the bit that active should be to continue approximate the structure of the structure o	5	5	25	Further locasing the the query of hand washing and surface cleaning. Using research of hand to not is hold and the second of th	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Hazard / Activity: Transling to Work- Contracting Covid 39 Wina Pasaing on Wina to other Wina anglet ba harmod: All amploper monetally Clinically valuerable people / Contractors and visitors to are /Public	Mid/Seven IIInts and Instruct case	Objective: Where possible Workers should travel alone, where this is not possible, surrorys should be bread with the same includivaluat and with the minimum number of papeler at any one time. Source of the strength of the surfaces copy) and facing away from each other may help to reduce the risk of transmission. The vehicle should be cleaned regularly using gloves and standard cleaning products, with particular imphasis on handles and other areas where passingers may tooch surfaces.	4	5	20	Parking errorsgements for additional vahicle and bicycles. Other means of transports to and pails it ransports e.g. cycling Providing thand Ceaning Builling and entrances and entits. This should be usep and water the use stress of the st	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Nazad / Activity: Driving at Work Contracting Coold 39 Winus Passing on Virus to others Who might be harmed: All employees expectably: Chinally valuesable poop(- Contractors and visitors to site /Public	Mild/Severe lines: and in severe case death.	Objective Where possible Workers hould it sure allow, where this is not possible, concerneyshould behave with the same individuals and with the minimum number of people at any one time. Good versitation (in a langing the windows open) and facing away from each other may the vehicle should be cleaned regularly using gloves and standard cleaning products, with particular emphasis on handles and other areas where pasengers may touch surfaces	4	5	20	Since with the same individuals and with the minimum number of people at any one time. Whenever pool bie maintain a distance of two metres and avoid touching their faces Monitain good ventilation (), a. Isaging the windows copie) and face away from each drive favoir gate people-on the same state of the same state with the hands for 20 accords using scope and water or hand sanitiser if scop and water are not available before entering and they restifice on of the which is. Regularly clean the vehicle using givens and standard cleaning products, with particular emphasion handles and other surfaces which may be touched during the pinnome.	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Susand Activity Silo Acces & Eguine Heating Controlling (64) 59 Wu Passing on Virus to others Who might be harmed: All amployees apporting Clinically collina div pages (7) Contraction and vision to etc. (Public	MAGYREVEN III lines and in seven case	Dispective Stop all non-executed values. Consider introducing uragened start and floak times to related comparison and constart all lines. Naria te access and stop approximate analyse social distancing—you may need to change the number of access points, either analyse social distancing—you may need to change the number of access points, either analyse social distancing—you may need to change the momentum (including in the case of an angencies. Allow plenty of pack between people waiting to once site take appage.	4	5	20	Provide Economisting, to ensure 2 metre distances is maintained between people when genuing. Remind workers not to attend if they have symptoms of Caronavirus (Covid-19) and to Economic and the second s	2	5	10	Asign names to action controls	Decide on dates to action and frequencies for inspections
Haaard / Activity: Hand Washing facilities Contracting Covid-19 Virus Passing on Virus to others Who might be harmed: All employees expectably Clinically valinerable people / Contractors and visitors to site (Public	Mild/Severe Illness and in severe case death.	Objective Allow regular broaks to wash hands. Throu da skiftionar hand washing Entities to go poupito How through under the actives granularly and a large practically and a large practical through a large grane and at the or where there are significant numbers of personnel on site, including plant operators	4	5	20	Tapa and washing Matilities. Toilet in twin and starts. Doort handles and puicel plotter thandhals on start cases and corridors. Unit's & Hostic Centrols. Mechinery and equipment centrols. All sense used for eating must be thoroughly cleaned at the end of each break and ahlt, huld a start start of the start of the start of the start of the start of the huld and starts. The start of the start of the start of the start of the start huld a start of the start huld a start of the start of the start of the start of the start of the huld and starts. The start of the start of the start of the start of the start of the start of the throughout and at the end of texch day.	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Hazard / Activity: Toilet Facilities Contracting Covid-19 Virus Passing on Virus to others Who might be harmed: All employees expectably Clientically vulnerable poople / Contractors and visitors to site /Public	Mild/Severe Illness and in severe case death.	Objective: Realist the number of people using toolet facilities at any one time (e.g. use a welfare attendent)	4	5	20	Use gaps, such in their markings, to ensure 2 metre distances is maintained between people relevan queues; Wash or satistic handle before and after using the facilities Schweise that classing regimes for rolloft facilities, particularly door handles, looks and these should be clanated and empiled more frequently, markeds and table and safficient rubbish blas for hand lowed's with regular removal and disposal.	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Durand / Archity Casten and Ret Beach Constraint (cold 3 Moss Passing on Vinuto others And the State of the State of the State expectably Clinically volmerable people / C Contraction and volton to the (Public,	Midd/Severe illues and in sivele cash	Objective through a work of what the work of the work or grant of the tight will need to be worked at the temporaries to stay on site once they have entered it and avoid using load shops. When the out are once they have entered it and avoid using load movements the site of the state of t	4	5	20	Condent receivering the number of size of forbities sublished on the M possible. The density of size A number on rest area shall be clearly identified at the mary to such facility, and where necessary attendents provided to supervise compliance with local distancing measures. The stagered to reduce congetion and context it all times. Thinking where hould be provided with enhanced clear measures of the pairs in the starter hould be provided with enhanced clear measures of the pairs introduced. The results, entipy pracers, normalized marking facilities at the starter is and the provided the stagered to reduce or regularly, using starter discuss growtexts, as the reduce the starter of the starter of the starter bound be non-instanced between users, wherever possible. If indeath indeations the discuss discuss discuss discuss and the starter of the starter of the starter starting in the bin and out with the meanse date to clars (m). Eables should be to classed the starter is and the starter of the starter of the starter of the starter starting in the bin and out with the meanse effect to clars (m). Eables the should be pairs at any in the bin and out with the starter of the starter of the starter of the starter the starter of the starter Ferments hould be taken by constances in a total 20 socies below and and the hould be indicated of the starter of the starter the starter of the starter of th	2	5	10	Asign names to action controls	Decide on dates to action and frequencies for inspections
Hazard / Activity: Changing Facilities; Showers and Drying Rooms Contracting Covid: 13 Virus Passing on Virus to others. Who might be harmed: All employees expectally: Clinically vulnerable people / Contractors and visitors to site /Public	Mild/Severe filness and in severe case death.	Objective Consider increasing the number or used to still an available or stard grounds taked on the start of a boll bulk, get deminishes many peoplect an user at any one stime to maintain a distance of two meters. Restrict the number of people using these facilities at any one stime e.g. use a weffere attendent.	4	5	20	Netodoce stagered data and finish times to reduce congestion and contact at all time. Windoce enhanced cleaning of all facilities throughout the day and at the end of each day. Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal.	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections

Risk Assessment - Making Businesses COVID Secure

			Risk	atinos w	ith no	1	Risk	ratings	with	F	
Identified Hazard / Activity and		Existing or no Measures in Place (State objective)	con	trols in p	lace	Proposed additional measures:	cont	trols in p	place	Action monitored by whom	Action monitored by when
Who might be harmed	harmed?		Likelihood (L)	Consequence C	Risk Rating (RF	E = Eliminate -N/A IS = Subsitution -N/A E = Engineering Controls / # Admin Controls /PPE = Personal Protective Equipment B = Behaviour	Likelihood (L)	Consequence C	Risk Rating (RF		
Hazard / Activity: First Aid and Emergency Response Contracting Covid 19 Virus Passing on Virus to others Who might be harmed: All employees	Mild/Severe Illness and in severe case death.	Objective: The primary responsibility is to preserve life and first aid should be administered if required and until the emergency services attend.	4	5	20	When planing site activities, the provide of adequate first aid resources must be agreed between the relevant parties on site. Benegency plans including constct defails should be kept up to date. Consideration must also be given to potential delays in emergency services response,	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
especially Clinically vulnerable people / Contractors and visitors to site /Public	Mild/Severe Illness and in severe case	Objective: Enhanced cleaning procedures should be in place across the site, particularly				due to the current pressure on resources. Consider preventing or rescheduling high-risk work or providing additional competent first ald or trauma resources. Tosa and washine facilities. Toilet flush and stats. Door handles and push plates					nequencies for inspections
Covid-19 Virus Passing on Virus to others Who might be harmed: All employees	death.	in communal areas and at touch points	4	5	20	Hindrallis on staircases and corridors. Lifts & Hoist Controls. Machinery and equipment controls. All areas used for celling must be hittoroughly classed at the end of each break and ahlt, including claim. Con bandles, wonling machines and gamet devices, telephone equipment, Keyboards, photocopiers and other office equipment.	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
especially Clinically vulnerable people / Contractors and visitors to site /Public Hazard / Activity: Manual handling - 2 person lift	Mild/Severe Illness and in severe case death.	Objective: Consider If the task can be performed with one person using mechanical aid				Rubbits collection and storage points should be increased and emptied regularly throughout and at the end of each day. If possible Break down the load so that one person can comfortably carry.					
Who might be harmed: All employees especially Clinically vulnerable people / Contractors and visitors to site /Public.			4	5	20	Where 2 person lifts cannot be avoided, lift facing away from each each or side by side rather than face to develve possible and pary our route so you can maintain 2m social distance whilst moving the load. Where teams are used, try to keep to fixed teams / partnering to prevent cross over of workers. IPPF is to be used items should not be shared	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Hazard / Activity: Hot desking Handling equipment, materials, waste, and onsite vehicles: sharing of equipment present hazards that raise the risk of virus transmission further. Who might be harmed: All employees especially Clinically vulnerable people / Contractors and vistors to site /Public	Mild/Severe Illness and in severe case death.	Objective: To induce transmission through contact with objects that come into the workglace and whicles at the worksite.	4	5	20	Classing proceedures for the parts of abused expensed you touch after each vice, hinking about experiment, tools and while its, for example, pailet trucks and forklift trucks. Encouraging increased handwashing and information grows handwashing facilities for workers handling goods and merchandise or providing hand sanitiser where this is not particular. Regular classing of vehicles that workers may take home.	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Hazard / Activity: Moving around building and worksite Who highly be harmed: A more provide the harmed of the harmed of the harmed of the contraction and vietors to site /Public"	Mid/Sevent Eliness and in sevene case death.	Objective: To maintain social distancing wherever possible, while people travel through the workplace.	4	5	20	Regular claning of recarable 66 mm yous: Marching encomments (4) decrucy and grow exemption that with buildings and sites. For manufa, rarkstning excess to some area, encouraging use of traphones where presented, and claning them between use. Reducing bo estation and explanment rotation, for example, single task for the day. Reducing bo estation and explanment rotation, for example, single task for the day. Reducing bo estation and explanment rotation, for example, single task for the day. Reducing bo estation and explanment rotation, for example, single task for the day. Reducing escapared, which uses of for on site way. For example, that its buses, and when needed, social distancing measures should be followed within the vehicles. Reducing the escapared regular task and grow of the site interfaces Reducing the escapared regular task and the protection of site interfaces Reducing the escapared regular task and the protection and classance Reducing the escapared regular task and the site interfaces and consider holding them autoors whereare possible site back class and classance, Regularding and they are assessing interfaces and the site interfaces and waikways to maintain secolar distancing.	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Haard / Activity: Lack of PPE Who might be harmed: All employees expectally Clinically vulnerable people / Contractors and visitors to site /Public	Mild/Seere Illiness and in severe case death.	Objective PPP protect the user against half the utility years at work, it can include terms and an advert home (see, see protection, budy houtibly collecting, budy houters and adverty harmans. It also includes requestory protective exployment, such as bee mains there you are already and pPP in your work which is protect against mon COIDs 19 risks, you houd continues to do so. Unleavy our aim is as studied where the risk of COIDs protection of the protection of the protec	4	5	20	Imployment hands support that's works in using bace commissions alloy if they choose to were one. This means taking works to follow certical ky rafe bahavours : Work your hands thoroughly with usage and water for 20 seconds or use hand sanitser before parting a face covering, and of such my our face or face covering, as you could contaminate them works germs from you have or face covering, as you could contaminate them works germs from you have or face covering, as you could contaminate them works germs from you have one of you've touched it. Continue to executing of it becomes damp or if you've touched it. Continues the works your hands regularly. If the material is workshalds, works in line with manufacture's instructions. If if nor wandbald, dispose of it corefully in your usaal water process oucid lation ing where we possible.	2	5	10	Asign names to action controls	Decide on dates to action and frequencies for inspections
Nazad / Activity: Inbound and outbound goods Who might be harmed: All employees especially (Clinically vulnerable pople/ Contractors and visitors to site /Public	Midd/Severe liness and in severe case death.	Objective To construction social of activation part of our down for to transmission when goods center and leaves the site specially in high volume at stations, for example builder' yord or departsh areas.	4	5	20	Reviding pick-up and drop-off collection points, procedures, signage and markings. Minimizing unnecessary context a grathous executing, year and wavehouse, for advances processing and devices where the networks and wavehouse, for decision processing, and advances frequency of deliverine, for example by ordering larger quantities leaded and is, having angle workers load or unload vehicles. Where possible, and gather possible and ands, having angle workers load or unload vehicles. Where possible, and gather and possible for back where new than one is treaded. Enabling diverst scales well are ballities when required, consistent with other galdance.	2	5	10	Asign names to action controls	Decide on dates to action and frequencies for inspections
Hazard / Activity: Meetings Wibo might be harmed: All employees expectally. Clinically volinerable people / Contractors and visitors to site / Public	Mild/Severe tilness and in severe case death.	Objective: To reduce transmission durito face to face meetings and maintain social- distancing in meetings.	4	5	20	Notekening leposit, line at super processes to allow people to work further apart from air of their. Using foor type or paint to mark areas to help workers leep to a 2 mil disance. Only where it is not possible to move workstations further apart, arranging people to wirk to dely yielder drings ways from each to item that the too day. Only where it is not possible to move workstations further apart, installing arcensito aparter people from each other workstations further apart, installing arcensito aparter people from each other workstations further apart, installing arcensito during 2 person working. Iffing or maintenance activities that cannot be redesigned.	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Hazard / Activity: Employees gathering in common areas Who might be harmed: All employees especially (Clinically vulnerable pople/ Contractors and visitors to site /Public	Mild/Seere Illness and in severe case death.	Okjechke: To maintain locial distancing while using common a reas.	4	5	20	Suggering to eak times to reduce pressure on break rooms or places to at. Using sele citizer areas to here as a selection of the worksite or building that have been freed on by remeaning for staffs in receptions or similar areas. Providing packaged minimum selective screening for staffs in receptions or similar areas. Providing packaged missions or smill to and oppointing staff screening, where panelski Reconsigning staffs to stay on site during working hours. Considering use affaced missions and in any other areas where queues typically form.	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Hazard / Activity: Keeping the workplace clean Who might be harmed: All employees expecially Clinically vulnerable people / Contractors and visitors to site /Public	death.	Objective: To kings the workplace clean and prevent transmission by touching contaminantid surfaces.	4	5	20	Request closeling of onch areas and equipment between uses, using your usual dowing products. Request cleaning of objects and surfaces that are touched regularly, such as door handle, pump handles and printers, and making sure three are adequate disposal arrangements. Cleaning workspaces and removing waste and beforinging from the work area at the end of a shift.	2	5	10	Assign names to action controls	Decide on dates to action and frequencies for inspections
Nazard / Activity: Unsale behaviour observed by employees / visitors or contractors on site Who might be harmed: All employees expectally (Clinically vulnerable popie/ Contractors and visitors to site / Public	Mild/Severe lines and in severe case death.	Objective: To involve and observe employee behaviours and to ensure a set of critical with behaviours is understood and settlered to.	4	5	20	Behadrour - Develop list of critical key safe behadrours Ware FPE as supplied Dearne 2m noccial distancing. Higgene wash your hands dearn - with nosp and water for at least 20 accords. Use an al code based hand satifizer that contains at least 60% alcohol / foop and water are not adabab. This is particularly important with the impublic transport. Anoid fouching your eyes, nose, and mouth with unwashed hands. Anoid foucching your eyes, nose, and mouth with unwashed hands. Anoid foucching your eyes, nose, and mouth with unwashed hands. Anoid fouc constat with people who are site. If you feel unwell, stays at home, do not attend work. Jour eyer our cough enset. That those the totauen in a bin. Sac Cach II, Bin II, Bil II.	2	5	10	Assign names to action controls	Decide on dates to action an frequencies for inspections
Hazard / Activity: Suspected case whilst working on site Who might be harmed: All employees especially Clinically vulnerable people / Contractors and visitors to site /Public	Mild/Severe Illness and in severe case death.	Objective: Snuure reporting system to handle suspected cases of COVID19	4	5	20	If another develops a high temperature or a persistent cough while at work, they owned: 1) Rection home immediately 2) Another to a service of the servi	2	5	10	Assign names to action controls	Decide on dates to action an frequencies for inspections



Disclaimer

Disclaimer: This risk assessment has been issued as a guideline only and should not be considered as an exhaustive list. It is your responsibility to assess and manage risk according to your own particular setting. Government advice is changing all the time. The particular hazards relating to your organisation, work activities and environment may differ significantly from those suggested here. Users of this risk assessment are therefore advised to evaluate its contents thoroughly and adapt the risk assessment to suit the requirements of each individual situation. Check local policies, arrangements and guidance from relevant trade and professional bodies.