



Risk assessment									
Activity	Persons at risk	Significant hazards	Initial			Risk control measures	Residual		
			L	S	RR		L	S	RR
Controlling the spread of COVID-19	Employees, client, public	Persons being exposed to the bioaerosol and contracting and spreading COVID-19	5	3	15	<ul style="list-style-type: none"> <li>Anyone who meets one of the following criteria must follow the Governments guidance on Self Isolation:               <ul style="list-style-type: none"> <li>Has a high temperature or a new persistent cough?</li> <li>Is a vulnerable person (by virtue of their age, underlying health condition, clinical condition or are pregnant)?</li> <li>Is living with someone in self-isolation or a vulnerable person.</li> </ul> </li> </ul>	5.	1	5
Working on the premises where persons are showing symptoms of the virus	Employees, client, public	Carrying out routine operations on the premises as a result of work activities	5	3	15	<p>The effected person should</p> <ul style="list-style-type: none"> <li>Return home immediately</li> <li>Avoid touching anything</li> <li>Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.</li> <li>If the symptoms are too severe that the person is unable to get themselves home safely dial 999</li> </ul> <p>They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed.</p>	5	1	5
Travelling to site in order to carry out work operations	Employees, client, public	Catching and Spreading COVID 19	5	3	15	<ul style="list-style-type: none"> <li>Where possible all workers should travel to site alone using their own transport.</li> <li>Additional parking spaces may need to be added to site</li> <li>Workers must avoid public transport</li> <li>Hand cleaning facilities to be provided at all entrances and exits for site.</li> </ul>	5	1	5



<p><b>Site Access</b></p>	<p>Employees, client, public</p>	<p>Catching / Spreading of the virus while access (or leaving) site in the confines of other persons</p>	<p>5</p>	<p>3</p>	<p>15</p>	<ul style="list-style-type: none"> <li>• Stop all non-essential visitors</li> <li>• Start and finish times to be staggered to reduce congestion.</li> <li>• Plenty of space to be available to ensure operatives are keeping 2m as a minimum.</li> <li>• Monitor site access points to enable social distancing – you may need to change the number of access points, either increase to reduce congestion or decrease to enable monitoring</li> <li>• All entry systems which require skin contact i.e fingerprint scanners should be removed or disabled.</li> <li>• All workers to wash and clean hands before entering or leaving site.</li> <li>• Regularly clean common contact surfaces in reception, office, access control and delivery areas e.g. turnstiles, screens, desks, particularly during peak flow times</li> <li>• Reduce attendees at site inductions and consider holding outdoors. Drivers should remain in their vehicles if the load will allow it and must wash or clean their hands before unloading goods and materials.</li> </ul>	<p>5</p>	<p>1</p>	<p>5</p>
<p><b>Welfare Facilities</b></p>	<p>Employees, client, public</p>	<p>Catching / Spreading the virus while using site welfare facilities</p>	<p>5</p>	<p>3</p>	<p>15</p>	<ul style="list-style-type: none"> <li>• Provide additional hand washing facilities to the usual welfare facilities if a large spread out site or significant numbers of personnel on site</li> <li>• Ensure soap and fresh water is readily available and kept topped up at all times</li> <li>• Provide hand sanitiser where hand washing facilities are unavailable</li> <li>• Regularly clean the hand washing facilities and check soap and sanitiser levels</li> <li>• Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.</li> </ul> <p><b>Toilet Facilities</b></p> <ul style="list-style-type: none"> <li>• Restrict the number of people using the toilet facilities at one time.</li> <li>• Washing of hands before and after using the facilities.</li> <li>• Increase cleaning regime for toilet facilities particularly door handles,</li> </ul>	<p>5</p>	<p>1</p>	<p>5</p>



						locks and toilet flush. Portable toilets should be avoided where possible. If this is not possible then these should be cleaned and emptied more frequently.			
<b>Welfare Facilities</b>	Employees, client, public	Catching / Spreading Continued	5	3	15	<b>Canteens and Eating Arrangements</b> <ul style="list-style-type: none"> <li>Whilst there is a requirement for construction sites to provide a means of heating food and making hot drinks, these are exceptional circumstances and where it is not possible to introduce a means of keeping equipment clean between use, kettles, microwaves etc. must be removed from use.</li> <li>Use of local shops is to be discouraged.</li> <li>Dedicated eating areas should be identified on site to reduce food waste and contamination</li> <li>Break times should be staggered to reduce congestion and contact at all times</li> <li>Hand cleaning facilities or hand sanitiser should be available at the entrance of any room where people eat and should be used by workers when entering and leaving the area.</li> <li>Operatives should be asked to bring pre-prepared food and refillable drinking bottles</li> </ul> <p>Workers should sit 2 metres apart from each other whilst eating and avoid all contact</p>	5	1	5
<b>Welfare Facilities</b>	Employees, client, public	Catching / Spreading the virus while using site welfare facilities	5	3	15	<ul style="list-style-type: none"> <li>Where catering is provided on site, it should provide pre-prepared and wrapped food only - Payments should be taken by contactless card wherever possible - Crockery, eating utensils, cups etc. should not be used</li> <li>Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced</li> <li>Tables should be cleaned between each use</li> <li>All rubbish should be put straight in the bin and not left for someone else to clear up</li> </ul> <p>All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines and</p>	5	1	5



						payment devices.			
<b>Welfare Facilities</b>	Employees, client, public	Catching / Spreading the virus while using site welfare facilities	5	3	15	<b>Changing Facilities, Showers and Drying Rooms</b> <ul style="list-style-type: none"> <li>Stagger start and finish times to reduce congestion and contact at all times</li> <li>Enhanced cleaning of all facilities throughout the day and at the end of each day</li> <li>Consider increasing the number or size of facilities available on site if possible</li> <li>Based on the size of each facility, determine how many people can use it at any one time to maintain a distance of two metres</li> </ul> Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal.	5	1	5
<b>Site Working</b>	Employees, client, public	Catching / Spreading the virus while using site welfare facilities	5	3	15	<ul style="list-style-type: none"> <li>Non-essential physical work that requires close contact between workers should not be carried out</li> <li>Work requiring skin to skin contact should not be carried out</li> <li>Plan all other work to minimise contact between workers and subcontractors.</li> <li>Re-usable PPE should be thoroughly cleaned after use and not shared between workers</li> <li>Re-usable PPE should be thoroughly cleaned after use and not shared between workers</li> <li>Stairs should be used in preference to lifts or hoists</li> <li>Stairs should be used in preference to lifts or hoists               <ul style="list-style-type: none"> <li>Lower their capacity to reduce congestion and contact at all times</li> <li>Regularly clean touchpoints, doors, buttons etc.</li> </ul> </li> <li>Increase ventilation in enclosed spaces</li> <li>Regularly clean the inside of vehicle cabs and between use by different</li> </ul>	5	1	5



						operators.			
<b>Site Meetings</b>	Employees, client, public	Catching / Spreading the virus while using site welfare facilities	5	3	15	<ul style="list-style-type: none"> <li>Only absolutely necessary meeting participants should attend</li> <li>Attendees should be two metres apart from each other</li> <li>Rooms should be well ventilated / windows opened to allow fresh air circulation</li> </ul> Consider holding meetings in open areas where possible.	5	1	5
<b>Cleaning</b>	Employees, client, public	Catching / Spreading the virus while using site welfare facilities	5	3	15	<ul style="list-style-type: none"> <li>Enhanced cleaning procedures should be in place across the site, particularly in communal areas and at touch points including:               <ul style="list-style-type: none"> <li>Taps and washing facilities</li> <li>Toilet flush and seats</li> <li>Door handles and push plates</li> <li>Handrails on staircases and corridors</li> <li>Lift and hoist controls</li> <li>Machinery and equipment controls</li> <li>Food preparation and eating surfaces</li> <li>Telephone equipment</li> <li>Keyboards, photocopiers and other office equipment</li> </ul> </li> </ul> Rubbish collection and storage points should be increased and emptied regularly throughout and at the end of each day.	5	1	5
<b>Lack of awareness</b>	Employees, client, public	Persons being unaware of the controls required to control the virus, putting themselves and others at risk	5	3	15	<ul style="list-style-type: none"> <li>The latest government campaign posters will be displayed in the welfare areas and in suitable places around site.</li> <li>Regular bulletins will be issued and where possible and safe to do so at an acceptable distance, toolbox talks and safety briefings will be carried out, warning employees of the risks posed by the virus as well as the control measures outlined in this assessment and from government guidance. This will include informing personnel of the known symptoms and making them aware of new Government advice as and when updated.</li> </ul>	5	1	5



						We will continually adopt and review new government / WHO guidance as and when it is available			
<b>“at-risk” employees</b>	Employees, client, public	Vulnerable persons such as those with pre-existing medical conditions and autoimmune deficiencies being exposed to the virus	5	4	20	<ul style="list-style-type: none"> <li>• Medical questionnaires are issued upon employment.</li> <li>• Employees known to be in the “at-risk” category to follow government guidance and as a minimum take “particular care to minimise their social contact”. These personnel may have received letters to state that they must self-isolate for 12 weeks. The category includes:               <ul style="list-style-type: none"> <li>○ Pregnant women</li> <li>○ People over 70</li> <li>○ People who have had an organ transplant and are taking immunosuppressant medicine</li> <li>○ People who are having chemotherapy or radiotherapy</li> <li>○ People who have blood or bone marrow cancer</li> <li>○ People who have a severe chest condition, such as cystic fibrosis or severe asthma</li> </ul> </li> </ul> <p>People who have other serious health conditions</p>	5	1	5