GAIGER BROS LTD. – RISK ASSESSMENT – WHOLE COMPANY

Work activity being assessed: **Coronavirus (Covid -19)**		Location: **Various**	Assessment No: **001**
Assessor:	Signed:	Date prepared: **12/05/2020**	Review date: **12/06/2020**

Key to assessment	**Risk value:**	**Low** **Slightly harmful –Trivial impact / damage quickly repaired**	**Medium** **Harmful – Moderate impact / partial loss of operations**	**High** **Very harmful – Intolerable with very serious consequences**
	People at risk:	☐ **Site personnel**	☐ **Client personnel**	☐ **General public** ☐ **Other**

Hazards	Risk (Consequences)	Initial risk value Low Medium High	Precautions / control measures required to reduce the level of risk to the lowest practicable level	Residual risk value Low Medium High
Coming into contact with an infected person **Spreading infection to others** **Accidental contact with virus**	Contracting the Covid 19 virus. Passing on to others		**Eliminate**	
		High	☒ Workers who are unwell with symptoms of Coronavirus (Covid-19) should not travel to or attend the workplace	Low
		High	☒ Rearrange tasks to enable them to be done by one person, or by maintaining social distancing measures (2 metres)	**Low**
		High	☒ Avoid skin to skin and face to face contact	**Low**
		High	☒ Stairs should be used in preference to lifts or hoists and consider one ways systems	**Low**
		High	☒ Consider alternative or additional mechanical aids to reduce worker interface	**Low**
		High	☒ Only absolutely necessary meeting participants should attend	**Low**
		High	☒ Attendees should be at least two metres apart from each other	**Low**
		High	☒ Rooms should be well ventilated / windows opened to allow fresh air circulation	**Low**
		High	☒ Consider holding meetings in open areas where possible	**Low**
			Travel to work Wherever possible workers should travel to site alone using their own transport. If workers have no option but to share transport:	
		High	☒ Journeys should be shared with the same individuals and with the minimum number of people at any one time	**Low**
		High	☒ Good ventilation (i.e. keeping the windows open) and facing away from each other may help to reduce the risk of transmission	**Low**
		High	☒ The vehicle should be cleaned regularly using gloves and standard cleaning products, with particular emphasis on handles and other areas where passengers may touch surfaces	**Low**
			Sites will consider: ☐ Parking arrangements for additional vehicles and bicycles ☐ Other means of transport to avoid public transport e.g. cycling	

			☒ Providing hand cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitiser if soap and water are not available ☐ How someone taken ill would get home	
			Driving at Work When travelling at work or between site locations, workers should travel alone. If workers have no option but to share a vehicle, then they should:	
		High	☒ Share with the same individuals and with the minimum number of people at any one time	Low
		High	☒ Wherever possible maintain a distance of two metres and avoid touching their faces	Low
		High	☒ Maintain good ventilation (i.e. keeping the windows open) and face away from each other during the journey	Low
		High	☒ Wash their hands for 20 seconds using soap and water or hand sanitiser if soap and water are not available before entering and after getting out of the vehicle	Low
		High	☒ Regularly clean the vehicle using gloves and standard cleaning products, with particular emphasis on handles and other surfaces which may be touched during the journey.	Low
			Reduce	
		High	Where the social distancing measures (2 metres) cannot be applied:	Low
		High		Low
		High	☒ Minimise the frequency and time workers are within 2 metres of each other	Low
		High	☒ Minimise the number of workers involved in these tasks	Low
		High	☒ Workers should work side by side, or facing away from each other, rather than face to face	Low
		High	☒ Lower the worker capacity of lifts and hoists to reduce congestion and contact at all times	Low
		High	☒ Regularly clean common touchpoints, doors, buttons, handles, vehicle cabs, tools, equipment etc.	Low
			☒ Increase ventilation in enclosed spaces	
			☒ Workers should wash their hands before and after using any equipment	
			Isolate Keep groups of workers that have to work within 2 metres:	
		High	☒ Together in teams e.g. (do not change workers within teams)	Low
		High	☒ As small as possible	Low
		High	☒ Away from other workers where possible	Low

			Control Where face to face working is essential to carry out a task when working within 2 metres:	
		High	☐ Keep this to 15 minutes or less where possible	Low
		High	☒ Provide additional supervision to monitor and manage compliance	Low
			PPE Sites should not use RPE for Coronavirus (Covid-19) where the two metre social distancing guidelines are met.	
		High	☒ Where it is not possible to maintain a two-metre distance, each activity should be risk assessed using the hierarchy of controls and against any sector-specific guidance, mindful that masks (RPE) are the last resort in the hierarchy	Low
		High	☒ Re-usable PPE should be thoroughly cleaned after use and not shared between workers	Low
		High	☒ Single use PPE should be disposed of so that it cannot be reused	Low
		High	☒ Where personnel are required to work in specific environments (e.g. where persons are shielding, with symptoms, or confirmed Coronavirus (Covid-19) cases may be present e.g. healthcare or in a home environment) additional PPE should be considered specific to the Coronavirus (Covid-19) risk	Low
			Behaviours The measures necessary to minimise the risk of spread of infection rely on everyone in the industry taking responsibility for their actions and behaviours. Please encourage an open and collaborative approach between workers and employers on site where any issues can be openly discussed and addressed.	