

RISK ASSESSMENT

Project Title / Location:	Site works / customer care	Prepared by:	PO'B	Date:	28.06.20
Activity / Operation:	COVID-19	Revision No:	1	Revision Date:	N/A
Type of Assessment (tick as appropriate):		Site Specific:	Generic Assessment:	X	Routine Operation:

Who may be harmed:

Employees	x	Sub-contractors	x	Residents / Tenants	x	General Public		Visitors		Others	
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Assessed Risk Levels

The likely severity of the harm caused by the hazard can be used as a guide to the risk potential.

Hazard - is the potential to cause harm

Risk - is the likelihood of that harm being realised.

Likelihood:

1. Unlikely
2. Possible
3. Likely
4. Probable
5. Imminent

Severity:

1. Slight (minor injury, first aid required).
2. Moderate (minor injury, first aid/medical attention).
3. Serious (injury, medical attention, hospitalisation (7 day)).
4. Major (serious injury/death).
5. Catastrophic (number of casualties/deaths).

Multiply the **LIKELIHOOD** by the **SEVERITY** to determine the **RISK RATING**.

	5	4	3	2	1	
5	5	10	15	20	25	
4	4	8	12	16	20	1- 4 May be ignored (LOW)
3	3	6	9	12	15	5- 9 Control measures required (MED)
2	2	4	6	8	10	10 & above Design out if possible (HIGH)
1	1	2	3	4	5	
	1	2	3	4	5	
	Severity					

Hazard	Risk	Assessment			Control Measures	Residual Rating		
		L	S	R		L	S	R
Sitting near others while travelling to work.	Ill-health due to contracting Covid-19	4	4	High	<ul style="list-style-type: none"> If working is unavoidable, avoid using public transport. Do not vehicle share. Use own vehicle or Company vehicle and travel alone unless members of the same household. Wash hands before leaving site to drive home. If unable to avoid vehicle sharing: <ul style="list-style-type: none"> Keep the number of people in the vehicle to a minimum. Ensure that the same people share the journey each day. Ensure good ventilation by keeping windows open and facing away from each other. 	2	4	Med

					<ul style="list-style-type: none"> ○ Vehicle to be cleaned regularly with particular emphasis on handles and other surfaces touched. ○ Consideration must be given to parking location i.e reduce disruption and nuisance to neighbours ● If any symptoms are experienced then do not travel to work, self-isolate in accordance with government guidelines. 			
General works.	Ill-health due to contracting Covid-19	4	4	High	<ul style="list-style-type: none"> ● Maintain a 2m distance from other workers. ● Avoid skin to skin contact with others. ● Wear gloves when handling equipment that may have been used by others. Wear other PPE in accordance with the task risk assessment. ● Try and avoid touching face including mouth, nose and eyes, while working. ● Wash hands before eating, drinking or smoking. ● If any symptoms are experienced then do not travel to work, self-isolate in accordance with government guidelines. 	2	4	Med
General works where 2m distancing cannot be applied.	Ill-health due to contracting Covid-19	4	4	High	<ul style="list-style-type: none"> ● Where 2m distancing cannot be achieved consider postponing works or minimising number of people involved and the amount of time working within 2m of each other. ● Workers, within 2m, should work side by side and not facing each other where possible. ● Where face to face working cannot be avoided, keep activity to 15 minutes or less. ● Additional PPE to be worn e.g. FFP3 masks (optional)disposable overalls, gloves, eye protection. ● Ensure face fit testing has been carried out for masks being worn. ● Workers to wash hands after using equipment. ● Keep the same people working together and away from others. ● Teams to be as small as possible. 	2	4	Med

					<ul style="list-style-type: none"> Enhance supervision to be provided to monitor compliance. 			
Experiencing symptoms while at work.	Passing on Covid-19	3	4	High	<ul style="list-style-type: none"> If any symptoms are experience while working, inform your Manager / Supervisor immediately. Leave site and return home. Avoid touching anything where possible. If sneezing or coughing do so into a tissue or sleeve. If a tissue is used, dispose of correctly or take home to dispose of. Manager / Supervisor to ensure that anything that may have been touched by the infected person is thoroughly cleaned. Infected person to report symptoms on 111 once at home. 	2	4	Med
People classed as 'vulnerable' or living with people classed as 'vulnerable'.	Contacting Covid 19 or workers passing onto vulnerable people	4	4	16	<ul style="list-style-type: none"> Any workers that have received a letter stating that they are classed as vulnerable due to health reasons. Must not go to work. Any workers who share a household with someone classed as vulnerable, should not go to work. 			
Being in close proximity to others when using the canteen and welfare.	Ill-health due to contracting Covid-19	4	4	High	<ul style="list-style-type: none"> Avoid busy periods when using the canteen or other welfare facilities. PREFERABLY AVOID USING ANY FACILITIES ON SITE APART FROM TOILETS Limit numbers using facilities at any one time. Maintain 2m rule. 	2	4	Med
Additional Managerial Controls	<ul style="list-style-type: none"> Ensure adequate supervision and that control measures remain in place for the duration of the works. Toolbox talks combined with site visits to be carried out. Supervisors must ensure 2m distance maintained between workers or full PPE worn as described. Consider taking temperatures of workers on entering site. A simple forehead thermometer can be used. 							
Plot control	<ul style="list-style-type: none"> Door tags to be clearly displayed and visible on plot doors plumbers are working in . Red & Green as shown below . Phd will allocate one bottle of sanitiser to each member of staff in a pocket 100ml plastic bottle . THIS MUST BE KEPT WITH YOU AT ALL TIMES AND USED TO ENSURE YOUR HANDS ARE REGULARLY CLEANED WHEN GLOVES ARE NOT BEING WORN . 							



Attendance to Occupied Plots in relation to customer care	<ul style="list-style-type: none"> Confirmation will be obtained at the doorstep before entering any occupied customer property that the household are NOT in quarantine having had a household member experiencing symptoms of the Covid-19 virus .If they are OR you suspect they have symptoms and are not happy to proceed call either Phd Director for further advice .DO NOT TAKE ANY CHANCES . Hands are to be sanitised prior to entering the property (homeowner MUST see this performed) if gloves are not available . (Phd have good stock levels of surgical gloves) . Face masks are to be worn (if requested by the householder or should the engineer wish to) Phd have good stock levels of these . Nothing will be touched in the property apart from areas that relate directly to the works . No food or drink should be accepted from the household . Social distancing must be obtained at all times . Consideration as to the importance of the works can be referred to the Phd office / Directors if required as to whether it is deemed urgent . I understand that some householders may fall out of their warranty period if works are left for a period of time however if the remedial works have been notified within this defects period then it will be honoured . Leave the property and dispose of any PPE used correctly then sanitise hands and forearms . (we have good stock levels of sanitiser) .
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PERSONAL PROTECTIVE EQUIPMENT – TICK BOXES WHERE REQUIRED AND SPECIFY GRADE OF EQUIPMENT

PPE Category	Safety Helmet	X	Eye Protection	X	Hearing Protection	X	Safety Harness		Gloves / Gauntlets	X	Safety Footwear	X	Over Shoes	X	Respiratory Protection	X	High-Vis Jacket	X	Overalls	X
Specific Type			EN 166 F						EN 374 / 388						FFP3					
Name of Assessor(s)										Signature(s)										
Name of Assessor(s)										Signature(s)										
Name of Operative										Signature										
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