

RISK ASSESSMENT

R280

COVID – 19 (Coronavirus)

SITE:	All UK Sites
DEPARTMENT:	All Departments
ASSESSOR:	Dave Poole
CONSULTED:	NHS Website / GVMT updates/ Info from Chief Medical Officer and PHE / HSE Website
SSOW?:	



BRIEF DESCRIPTION OF WORK ACTIVITY

Restrict the spread of COVID -19 Virus, so far as is reasonably practicable. IAW government & HSE requirements S2(1) HSWA 1974. Following the worldwide pandemic.

Issue	Next Review Due
11	12.07.2021

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WHAT ARE THE HAZARDS?	WHO MIGHT BE HARMED AND HOW?	WHAT CONTROL MEASURES ARE ALREADY IN PLACE?	WHAT FURTHER ACTION IS NECESSARY?	ACTION BY WHOM?	ACTION BY WHEN?	DONE
Lungs and airway Respiratory system problems	<p>All employees at risk, 5 - 7 days per week, where not working from home.</p> <p>Employees of any age, older employees and ones with certain existing underlying medical conditions, diabetes, low immune systems. Clinically & extremely clinically vulnerable groups.</p> <p>Spreads in cough droplets, or contact with contaminated surfaces.</p> <p>14.11.2020 now known to be carried via human urine & excrement.</p> <p>High temperature A new continuous cough, loss or change regarding smell & taste.</p>	<ol style="list-style-type: none"> 1. Posters and emails reminding staff to wash hands regularly for at least 20 seconds and use soap and sanitisers. Refresh performed Sept 2020 2. Additional cleaning of contact surfaces introduced. Cleaning methods reviewed IAW NHS guidance. 3. Monitoring GVMT / CMO guidance 4. Business travel restricted. 5. Sanitiser introduced at all sites 6. Employees self-isolating after returning from high risk countries 7. Any employees that start presenting any COVID-19 symptoms. Such as temperature or new continuous cough. Loss or change of smell or taste. Instructed to book a COVID test via the NHS. Further info at www.gov.uk/get-coronavirus-test 8. 24.03.2020 Contractor design staff levels being reduced. 9. 27.4.2020 one-way walkways introduced at all sites. Floor markings added to maintain social distancing 	<p>Monitor NHS / HSE / GVMT/ PHE advice and guidance. Briefing senior management as required.</p>	HSE Team	On going	✓

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		<ul style="list-style-type: none"> 10. Restrictions introduced to canteens to maintain distancing. 11. Restrictions introduced in meeting rooms. Seats spaced out. 12. Group SHEP36 produced to cover pandemics. 13. RPE (respiratory protective equipment) must be used where 2m social distancing can't be maintained, such as some manufacturing – legal requirement. 14. COVID guide produced by HR and issued to all staff along with working from home guide published. 15. Expectant mothers are risk assessed separately. 16. 28.09.2020 Visitors again restricted to all sites with immediate effect. Any visitors to be approved by GM VP in advance. Maintenance contractors to attend out of hours where possible, after approval see RA 291. 17. 13.11.2020 "Move & Mask Policy" introduced. Masks / face coverings must be worn if you leave your work bench or desk for any reason. This is in addition to item 13. Group wide briefing sent by GM VP. 18. NHS track & trace being widely used by employees. 				

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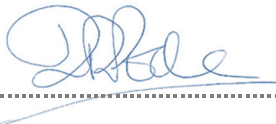
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		19. HR monitoring and recording all cases, identifying and any contact risks, where applicable. 20. Deep cleaning being performed where track & trace have sent people home or following a confirmed COVID-19 case. 21. All confirmed cases being reported to PHE/ PHW.				

RISK HIGH

MONITOR CODE 5

1 = ONGOING 3 = MONTHLY 5 = 6 MONTHLY 7 = 24 MONTHLY
 2 = WEEKLEY 4 = 3 MONTHLY 6 = 12 MONTHLY

ASSESSMENT DATE: 13/03/2020 REVIEW 23/03/2020 REVIEW 24/03/2020 REVIEW 27/04/2020 REVIEW 11/05/2020
 REVIEW 29/05/2020 REVIEW 29/06/2020 REVIEW 29/09/2020 REVIEW 14/11/2020 **REVIEW 12/01/2021**

ASSESSOR SIGNATURE (PRINT & SIGN): D R POOLE 

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