

Risk Assessment – COVID19 General non-suspected sites

Task / Process / Activity Description:	General Site Activities	Start Date	1 th April 2020		
		Reviewed On	Due to the pace of the potential spread of Covid-19 and the daily updates from NHS this document will be regularly updated. LAST review – 14 APRIL 2020		
Assessors Name:	John Clifford Operational Director	Risk Assessment Approved By department Managers:	Department	Electrical/Fire	
			Print Name:		
Assessors Signature:			Signature:		

Hazard (Something with the potential to cause harm)	Hazard Cause (How will the hazard be realised)	Hazard Effect (The potential injury sustained)	Who Can Be Harmed	Risk Level	Existing Control Measures	Residual Risk Level	Additional Requirements e.g. Monitoring, Training, Advice to Others etc.
			Employee = E Contractor = C Visitor = V Public = P				
Persons showing signs of possible COVID 19 infection	Infecting others on site	High temperature A new continuous cough In severe cases a shortness of breath	E/C/P/V	H	<p>Anyone who has these symptoms must remain away from the site / office, and adopt the following procedures: -</p> <p>Do not go to their GP / Walk in medical centre.</p> <p>Remain at home and self-isolate for 7 days if you live alone. If you live with other people and any person in the household shows symptoms, then everyone in the household should self-isolate at home for 14 days from the first day that a person showed symptoms. If you get symptoms then self-isolate for 7 days even if this means you go over the 14 days.</p> <p>Use the NHS 111 service if:</p> <ul style="list-style-type: none"> You feel you cannot cope with your symptoms at home. Your condition gets worse. Your symptoms do not get better after 7 days. <p>Generally, these infections can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease.</p>	L	<p>If you live with someone who is 70 or over, has a long-term condition, is pregnant or has a weakened immune system, try to find somewhere else for them to stay for 14 days.</p> <p>If you have to stay at home together, try to keep away from each other as much as possible.</p> <p>Always follow the latest NHS guidance.</p> <p>https://www.nhs.uk/co</p>

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The above information is to be communicated to all employees that are associated with this task and recorded on form IMSF024C – RA Employee Statement of Understanding

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Spreading the infection	Poor hygiene practices -	High temperature A new continuous cough In severe cases a shortness of breath	E/C/V/P	H	Frequently and thoroughly clean hands with soap and water for at least 20 seconds or use hand sanitiser (with at least 60% alcohol) if washing is not possible. When coughing and sneezing cover mouth and nose with flexed elbow or tissue – throw tissue away immediately and wash hands. Avoid touching your eyes, nose or mouth	L	Employees are not recommended to wear facemasks to protect against the virus. Facemasks are only recommended to be worn by symptomatic individuals (advised by a healthcare worker) to reduce the risk of transmitting the infection to others.

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Attending Non self-isolating or not Covid-19 diagnosed Residents properties For essential work	Potential COVID - 19 Infection	Contracting COVID – 19	E	H	<p>Call ahead, if the resident or anyone in the household is self-isolating Do not attend and refer back to the office and client.</p> <p>If no one is self-isolating.. Advise occupants that when the operative is working in the property they are required to move to another room (not effected by the works)</p> <ul style="list-style-type: none"> Office to have booked appointment and brief resident on controls Engineer to call from outside to confirm controls / or post card to resident Residents to vacate rooms (where possible) and ideally ventilate 1hr before and after (where possible) If PPE is requested by resident engineers is trained in donning + doffing (PPE used & donning and doffing is listed below) If sealed face masks used, then face fit rules apply. . (e.g. training, assessment correctly shaved) Kit is cleaned (wiped) before entry and on exit Wipe down equipment serviced in property before and after Use cleaning wipes with soap and or alcohol All waste PPE is considered contaminated Avoid Household toilets / don't use AT risk staff or those with at risk families should not be doing works. At end of shift coveralls should be bagged and then laundered separately to other clothes. Avoid shaking out. At end residents are advised to ventilate rooms before re use If in doubt about health of occupants, engineers may leave and contact the office Engineers to carry soap, warm water and drying kit. 	L	If the resident requests the engineer to wear a facemask, the engineer can choose to wear one or leave the property, informing the office and Client

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Residents in self-isolation	Spreading the infection	Infecting employees / contractors	E/C	H	Do not attend and refer back to the office and client.	L	
Individual starts to feel unwell while at work	Spreading the infection	Infecting employees / contractors	E/C/V/P	H	If someone in the workplace develops a new continuous cough or high temperature, the person should stay at least 2 metres away from other people and immediately self-isolate at home in accordance with NHS guidelines.	L	
Waste that has been in contact with an infected or person in self-isolation.	Getting Infected and spreading it to others on site	Infecting others	E/C/P/V	H	All waste that has been in contact with the individual, including used tissues, and masks if used, should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second bin bag and tied. It should then be disposed of in accordance with branch instructions.	L	
Individuals in the workplace have had contact with a confirmed case of COVID-19	Spreading the infection	Infecting others	E/C/V/P	H	<p>Any person who has been in close contact with someone who has been diagnosed with COVID-19 should consult the NHS website for guidance and contact 111 for advice.</p> <p>If a confirmed case is identified in the workplace, the local Health Protection Team will provide the relevant staff with advice.</p> <p>Contacts are not considered cases and if they are well, they are very unlikely to have spread the infection to others. Staff who have not had close contact with a confirmed case can continue to attend work as normal.</p>	L	

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PPE:

1. Medical Grade 2/3 Ply Disposable face mask.
2. HOR1017 - Hard Surface Wipes
(Tested to kill Norovirus, MRSA, C Diff, E Coli, Salmonella and a wide range of other bacteria, these easy to use wipes also provide a residual effect on hard surfaces which lasts for up to 30 days.)
3. Pure life 80% Alcohol antibacterial antiviral Hand Sanitiser
4. DELTA PLUS MURIA 1 CLEAR SAFETY GOGGLES
5. LATEX EXAMINATION GLOVE (Top Glove, Natural High Grade Rubber Latex, Powdered & Powder-Free, Non-sterile) nitrile, neoprene or vinyl gloves are provided for those with latex allergies.
6. Soap & Water (Provided by engineer)

Donning and Doffing:

1. Wash hands with soap and water

2. Donning Face Mask

Place over nose and mouth, secure straps around the head and perform a fit check.

3. Donning Eye Protection

Place goggles over eyes and strap around the head and perform a fit check.

4. Donning Gloves

Place hands into gloves and pull up over the wrists, check for any damage.

5. Doffing Glove

Firstly: grasp the outside of the glove with the opposite gloved hand; peel off, hold the removed glove in gloved hand.

Then: slide the fingers of the un-gloved hand under the remaining glove at the wrist, peel the remaining glove off over the first glove and discard in rubbish sack. Clean hands with alcohol gel.

6. Doffing Goggles

To remove, use both hands to handle the restraining straps by pulling away from behind. Clean goggles with cleaning wipes.

7. Doffing Face Mask

Lean forward slightly, reach to the back of the head with both hands to find the bottom retaining strap and bring it up to the top strap. Lift straps over the top of the head, let the face mask fall away from your face and place in rubbish sack.

8. Wash hands with soap and water

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