

# CORONAVIRUS (COVID 19) SITE RISK ASSESSMENT TurnbullHomes

| <b>Project:</b> All Sites (edited to be site-specific)                              | <b>Contractor:</b> H. Turnbull & Co. Ltd  |                         |               |
|---|---|-------------------------|---------------|
| <b>Task:</b> Assessment of operational Risks during Coronavirus (COVID-19) Pandemic |   |                         |               |
| <b>Risk Assessment Compiled By:</b> Edward Delaney                                  |   | <b>Date:</b> 29-05-2020 | <b>Rev.</b> B |
| Hierarchy of Controls   |   |                         |               |
| <b>Eliminate</b>  | <ul style="list-style-type: none"> <li>Workers who are unwell with symptoms of Coronavirus (Covid-19) should not travel to or attend the workplace</li> <li>Rearrange tasks to enable them to be done by one person, or by maintaining social distancing measures (2 metres)</li> <li>Avoid skin to skin and face to face contact</li> <li>Stairs should be used in preference to lifts or hoists and consider one ways systems</li> <li>Consider alternative or additional mechanical aids to reduce worker interface</li> </ul> <p>Site Meetings</p> <ul style="list-style-type: none"> <li>Only absolutely necessary meeting participants should attend</li> <li>Attendees should be at least two metres apart from each other</li> <li>Rooms should be well ventilated / windows opened to allow fresh air circulation</li> <li>Consider holding meetings in open areas where possible</li> </ul> |                         |               |
| <b>Reduce</b>   | <p>Where the social distancing measures (2 metres) cannot be applied:</p> <ul style="list-style-type: none"> <li>Minimise the frequency and time workers are within 2 metres of each other</li> <li>Minimise the number of workers involved in these tasks</li> <li>Keeping the activity time involved as short as possible</li> <li>Workers should work side by side, or facing away from each other, rather than face to face</li> <li>Lower the worker capacity of lifts and hoists to reduce congestion and contact at all times</li> <li>Regularly clean common touchpoints, doors, buttons, handles, vehicle cabs, tools, equipment etc.</li> <li>Increase ventilation in enclosed spaces</li> <li>Workers should wash their hands before and after using any equipment</li> </ul>  |                         |               |
| <b>Isolate</b>  | <p>Keep groups of workers that have to work within 2 metres:</p> <ul style="list-style-type: none"> <li>Together in teams e.g. (do not change workers within teams)</li> <li>As small as possible</li> <li>Away from other workers where possible</li> </ul>  |                         |               |
| <b>Control</b>  | <p>Where face to face working is essential to carry out a task when working within 2 metres:</p> <ul style="list-style-type: none"> <li>Consider introducing an enhanced authorisation process for these activities</li> <li>Provide additional supervision to monitor and manage compliance</li> </ul>   |                         |               |
| <b>PPE</b>  | <p>Sites should not use RPE for Coronavirus (Covid-19) where the two-metre social distancing guidelines are met.</p> <ul style="list-style-type: none"> <li>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</li> <li>Re-usable PPE should be thoroughly cleaned after use and not shared between workers</li> <li>Single-use PPE should be disposed of so that it cannot be reused</li> <li>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</li> </ul>    |                         |               |
| <b>Behaviours</b>   | <p>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.</p>  |                         |               |

| Risk Assessment  |  |      |  |               |
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| <p><b>NOTE:</b> This risk assessment has been undertaken on the basis that all persons act responsibly in the implementation of the control measures listed and that there are adequate supplies of necessary PPE/RPE/Cleaning and Sanitizing products. The RA is to be read in conjunction with the detailed bespoke site plan arrangements and current HM Government guidance.</p> |  |      |  |               |
| Issue  | Hazard                                       | Risk | Control Measures to Avoid or Mitigate/Minimise Risk  | Residual Risk |
| Social Distancing  | Infecting self and others                    | High | Workers in the construction industry should follow guidance on Staying at home and away from others (social distancing). Where they cannot work from home, they must follow the same principles of social distancing while travelling to and from work and while at work.  | Med           |
| Self Isolation   | Infecting others                             | High | <p>Anyone who either has a high temperature or a new persistent cough or is within 14 days of the day when the first member of their household showed symptoms of Coronavirus (COVID-19) should not come to site, but must follow the guidance on self-isolation.</p> <p>Anyone who meets one of the following criteria should not come to site:</p> <ul style="list-style-type: none"> <li>• Has a high temperature or a new persistent cough - follow the government guidance on self-isolation</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>   | Med           |
| If someone falls ill or feels unwell   | Infecting others and Care of your own Health | High | <p>If a worker develops a high temperature or a persistent cough while at work, they should:</p> <ul style="list-style-type: none"> <li>• Ensure their manager or supervisor is informed</li> <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>• They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed.</li> </ul>  | Med           |
| Travelling to site   | Infecting yourself                           | High | <p>Wherever possible workers should travel to site alone using their own transport and sites need to consider:</p> <ul style="list-style-type: none"> <li>• Staggered starting and stopping times rota to avoid busy periods on public transport</li> <li>• Parking arrangements for additional cars and bicycles</li> <li>• Other means of transport to avoid public transport e.g. cycling</li> <li>• Providing hand cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitiser if water is not available</li> <li>• How someone taken ill would get home</li> </ul> <p>If workers have no option but to share transport:</p> <ul style="list-style-type: none"> <li>• Journeys should be shared with the same individuals and with the minimum number of people at any one time</li> <li>• Good ventilation (i.e. keeping the windows open) and facing away from each other may help to reduce the risk of transmission</li> <li>• The vehicle should be cleaned regularly using gloves and</li> </ul> | Med           |

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|                           |  |      |   |     |
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|                           |  |      | <p>standard cleaning products, with particular emphasis on handles and other areas where passengers may touch surfaces</p> <p>Sites should consider:</p> <ul style="list-style-type: none"> <li>• Parking arrangements for additional vehicles and bicycles</li> <li>• Other means of transport to avoid public transport e.g. cycling</li> </ul>   |     |
| <b>Site Access Points</b> | Cross infection – non-adherence to 2mtr rule | High | <ul style="list-style-type: none"> <li>• Stop all non-essential visitors</li> <li>• Staggered start and finish times to reduce congestion and contact at all times</li> <li>• Monitoring of 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>• Users required to sanitize before and after use.</li> <li>• Require all workers to wash or clean their hands before entering or leaving the site</li> <li>• Allow plenty of space (two metres) between people waiting to enter site</li> <li>• Regularly clean common contact surfaces in reception, office, access control and delivery areas e.g. scanners, turnstiles, screens, telephone handsets, desks, particularly during peak flow times</li> <li>• Reduce the number of people in attendance at site inductions and consider holding them outdoors wherever possible</li> <li>• 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> | Low |
| <b>Hand Washing</b>       | Personal and cross-contamination             | High | <ul style="list-style-type: none"> <li>• Provide additional handwashing facilities to the usual welfare facilities if a large spread out site or significant numbers of personnel on-site</li> <li>• Ensure soap and freshwater is readily available and kept topped up at all times</li> <li>• Provide hand sanitiser where handwashing facilities are unavailable</li> <li>• Regularly clean the handwashing 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>Sites will need extra supplies of soap, hand sanitiser and paper towels and these should be securely stored.</p>   | Low |
| <b>Toilet Facilities</b>  | Personal and cross-contamination             | High | <ul style="list-style-type: none"> <li>• Restrict the number of people using toilet facilities at any one time</li> <li>• Wash hands before and after using the facilities</li> <li>• Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush</li> <li>• Portable toilets should be avoided wherever possible but were in use these should be cleaned and emptied more frequently</li> <li>• Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.</li> </ul>  | Med |

|   |   |             |  |            |
|---|---|-------------|--|------------|
| <p><b>Changing Facilities, Showers and Drying Rooms</b></p> | <p>Personal and cross-contamination</p> | <p>High</p> | <ul style="list-style-type: none"> <li>• Introduce staggered start and finish times to reduce congestion and contact at all times</li> <li>• Introduce 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> <li>• Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal.</li> </ul>   | <p>Med</p> |
| <p><b>Canteens and Eating Arrangements</b></p>              | <p>Personal and cross-contamination</p> | <p>High</p> | <p>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 uses, kettles, microwaves etc. must be removed from use.</p> <p>The workforce should also be required to stay on-site once they have entered it and not use local shops.</p> <ul style="list-style-type: none"> <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>• The workforce should be asked to bring pre-prepared meals and refillable drinking bottles from home</li> <li>• Workers should sit 2 metres apart from each other whilst eating and avoid all contact</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> <li>• All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles.</li> </ul> | <p>Med</p> |
| <p><b>Close Working</b></p>                                 | <p>Personal and cross-contamination</p> | <p>High</p> | <p>There will be situations where it is not possible or safe for workers to distance themselves from each other by 2 metres.</p> <ul style="list-style-type: none"> <li>• Keeping the activity time involved as short as possible</li> <li>• Reducing the number of people each person has contact with by using 'fixed teams or partnering' (so each person works with only a few others).</li> <li>• Contractors required to provide a list of teams</li> </ul>  | <p>Med</p> |

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|               |                                  |      | <p>(buddies) who normally work together</p> <ul style="list-style-type: none"> <li>• Provide additional supervision to monitor and manage compliance</li> </ul> <p>General Principles</p> <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</li> <li>• Re-usable PPE should be thoroughly cleaned after use and not shared between workers</li> <li>• Single-use PPE should be disposed of so that it cannot be reused</li> <li>• Stairs should be used in preference to lifts or hoists</li> <li>• Where lifts or hoists must be used:             <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> </ul> <p>Increase ventilation in enclosed spaces<br/>Regularly clean the inside of vehicle cabs and between use by different operators.</p> |     |
| Site Meetings | Personal and cross-contamination | High | <ul style="list-style-type: none"> <li>• Only 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> <li>• Consider holding meetings in open areas if possible.</li> </ul>  | Low |
| Cleaning      | Personal and cross contamination | High | <p>Enhanced cleaning procedures should be in place across the site, particularly in communal areas and at touch points including:</p> <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> <li>• All communally used tools and equipment and forklift trucks are to be mist sprayed with sanitizer at the end of each shift or after a change of user.</li> </ul> <p>Rubbish collection and storage points should be increased and emptied regularly throughout and at the end of each day.</p>   | Low |