

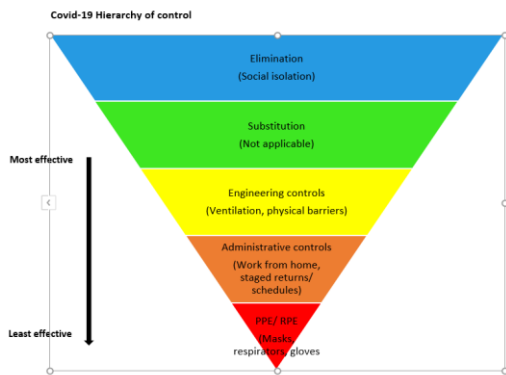
NEP UK LTD

Risk Assessment		COVID – 19		Assessment date: 20.5.20		Risk Assess No. COVID 19-1	
Operation / Task:	All tasks	Employees at Risk:	All NEP Employees				
Location / Area:	Gemini House and all NEP UK OBs	Other Persons at Risk:	Contractors and Visitors				
Assessor	Chris Cannon	Key Responsible Persons:	Managers & Supervisors.				

	Activity	Hazard	Risk	Existing Control Risk Rating			Control Measures	Additional Control Risk Rating			Comment
				L	S	LxR		L	S	LxS	
1	All activities	COVID 19	<p>The virus is spread in minute water droplets that are expelled from the body through sneezing, coughing, talking, and breathing. The virus can be transferred to the hands and from there to surfaces. It can survive on surfaces for a period after transfer (depending on such things as the surface type, its moisture content and temperature). If the virus is passed from one person to another, while many survive infection, some may die from the disease.</p> <p>It should be regarded as a high hazard.</p>	4	5	20	<p>In line with current guidelines and wherever possible, employees will continue to work from home as a first option</p> <p>Wherever possible staff should maintain social distancing of 2m. This further control measure is for when this is not possible due to the task</p> <p>The health of all staff, contractors and visitors will be checked before or on arrival at an NEP work site.</p> <p>All Staff, contractors and visitors are to wash their hands for at least 20 seconds regularly.</p> <p>Cleaning routines will be increased in all work areas – Offices, warehouses, workshops, equipment and outside broadcast vehicles.</p> <p>PAX (Maximum Occupancy) for confined work areas have been set and will be clearly displayed at the entrance to each area</p> <p>Any member of staff who develops symptoms of coronavirus (COVID-19) (a new, continuous cough and/or a high temperature/sneezing/sore throat, sudden loss of taste or smell) will be sent home and be told to stay at home for 7 days from onset of symptoms. If the member of staff lives in a household where someone else is unwell with symptoms of coronavirus (COVID-19) then they must stay at home in line with the “stay at home guidance” issued by PHE which means isolating for a period of 14 days from the date that the person within the household became unwell</p> <p>Close proximity (less than 2m) control measures Hands must be washed directly before and working closer than 2m.</p> <p>Face to face working will be avoided wherever possible</p>	1	5	5	<p>Maximum occupancy of work areas to be controlled. Floor markings and signage will be used to guide users</p> <p>Anyone showing symptoms of COVID 19 should not come to work and self-isolate as per UK government guidance. Health questionnaires and temperature monitoring will be used to check the health of all staff, contractors and visitors, before or on arrival at an NEP work site.</p> <p>Hand sanitiser and hand wash facilities will be readily available in each wok area. Cleaning contractors and NEP cleaners will conduct enhanced cleaning routine. All staff, contractors and visitors must also assist by cleaning work areas and equipment before and after use. Suitable cleaning products will be available in each work area.</p> <p>All high touch areas, such as door handles, kettles, and hand operated equipment, tools, steering wheels etc are to be cleaned with anti-bacteria wipes, antibacterial spray cleaner or Isoprophenal alcohol in the case of sensitive equipment before and after use.</p> <p>These measures are designed to protect the worker and are following UK Government guidance.</p>

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	<p>Normal PPE gloves for the task are to be worn, which can be cleaned using hand sanitiser gel.</p> <p>All staff are to wear face masks for the duration of any task where they are closer than 2m apart.</p> <p>Once the task is completed then the operatives should remove the face mask/covering. Single use masks should be disposed of at the end of the users shift. Face coverings should be washed every day. Once the task is complete hands should again be washed for at least 20 seconds or anti-bacterial hand gel applied.</p> <p>The RAMs for each OB should be read and understood for COVID-19 advice specific to that work environment.</p> <p style="text-align: center;">Covid-19 Hierarchy of control</p> 	
	<p>UK Government guidance about public transport is to be followed</p> <p>The Health and Safety Executive have stated that incidents or cases of COVID 19 occurring in the workplace must be reported in the following circumstances:</p> <ol style="list-style-type: none"> 1. “An unintended incident at work where someone has been possibly or actually exposed to the virus”. (Example, a lab worker breaking a glass vial which contained the virus.). This is classed as the reporting of a DANGEROUS OCCURRENCE. <p>Or;</p> <ol style="list-style-type: none"> 2. If there is reasonable evidence that someone DIAGNOSED with COVID-19 was likely exposed because of their work, it must be reported as exposure to a biological agent. (Example, a health care professional who is diagnosed with COVID-19 after treating patients with COVID-19.) This is classed as the reporting of a DANGEROUS DISEASE. 	