

RISK ASSESSMENT – CORONAVIRUS

Company Name:	One Health Group									
Location:	Psalter Lane, Sheffield									
Date of Assessment:	06/05/2020	Review Date:	06/05/2021	Revision No:	3					
Persons Exposed:	Employees:	✓	Other Workers:	✓	Public / Visitors:	✓	Young Persons:	✓	Estimated total number of persons at risk:	40
	New / Expectant Mothers:			✓	Vulnerable Persons:	✓	Other:			

Task Description:	Risk assessment for the possible transmission of Coronavirus / COVID-19.
--------------------------	--

Hazard	Factors of Harm		Risk	Control Measures	Factors of Harm		Residual Risk	Further Actions	Acceptable Risk?	
	L	S			L	S			Yes	No
Lack of Information	3	5	15	<p>The company has subscribed to information and updates from approved sources. These include, but are not limited to:</p> <ul style="list-style-type: none"> The UK Government (UK Gov) (https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19), Public Health England (PHE) (https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19), National Health Service (NHS) (https://www.nhs.uk/conditions/coronavirus-covid-19/) Health and Safety Executive (HSE) (https://www.hse.gov.uk/news/coronavirus.htm) <p>Updates are passed to all employees to ensure that they are kept informed.</p> <p>A copy of the CITB tool box talk has been obtained and communicated to all employees.</p> <p>There are daily news broadcasts on terrestrial and satellite television and so it is likely that all employees are keeping up to date with updates on the virus.</p>	1	5	5	It is strongly recommended that the information from the CITB Tool Box Talk on Coronavirus be either displayed or emailed to all employees.	✓	

RISK ASSESSMENT – CORONAVIRUS

Hazard	Factors of Harm		Risk	Control Measures	Factors of Harm		Residual Risk	Further Actions	Acceptable Risk?	
	L	S			L	S			Yes	No
Transmission of Virus / Hygiene	4	5	20	<p>All employees are provided with information on good hygiene measure to include:</p> <ul style="list-style-type: none"> washing hands with soap and water often – do this for at least 20 seconds. washing hands when you get home or into work. using hand sanitiser gel if soap and water are not available. covering mouth and nose with a tissue or sleeve (not hands) when coughing or sneezing. putting used tissues in the bin straight away and wash hands afterwards. not touching eyes, nose or mouth if hands are not clean. <p>All persons are instructed to obey ‘social distancing’ wherever possible. This means maintaining a 2m separation wherever practicable.</p> <p>Supplies of soap and hand sanitiser are available for use.</p> <p>Hand sanitiser, or similar, is available in the site office and all visitors and employees are instructed to use this on arrival to the site.</p>	2	5	10	Ensure that notices are displayed requiring all persons arriving on site to use hand sanitiser, or similar, on arrival to the site.	✓	
Housekeeping	3	5	15	<p>Adequate supplies of cleaning materials are kept on site.</p> <p>Cleaning staff have been instructed to increase the frequency of cleaning wherever possible.</p> <p>Surfaces where regular contact is likely, such as door handles, and canteens / welfare facilities are being prioritised to ensure that they are cleaned.</p> <p>Housekeeping staff are trained in the correct use of cleaning equipment and chemicals.</p> <p>The site is subject to regular cleaning by trained and competent persons. If required a ‘deep clean’ is able to be requested.</p>	2	5	10	A more regular inventory of the cleaning stock should be made to ensure that supplies remain adequate, especially if availability becomes restricted.	✓	

RISK ASSESSMENT – CORONAVIRUS

Emergency Procedures	3	5	15	The company has formulated an emergency plan of skeleton staff to comply with lockdown. Employees have been made aware of the emergency plan.	1	5	5	None Required	✓	
Persons Becoming Unwell	4	5	20	The symptoms of the virus are being communicated extensively through media outlets and government information and so it is likely that persons are aware of the virus and it's symptoms. Employees are instructed to remain at home at the first onset of any symptom. Employees are instructed to follow official Government guidance on isolation and testing procedures and the time that they are to remain away from work. If employees develop symptoms on site, they should be sent home to self-isolate and seek advice from NHS 111 (seek urgent medical assistance if symptoms are severe).	2	5	10	Site Management to remain vigilant for employees displaying the signs of symptoms of Coronavirus	✓	
Vulnerable Persons	4	5	20	The company is able to access the list of those persons classified as a 'vulnerable person' at any time from the UK Government: <ul style="list-style-type: none"> For people identified on medical grounds: https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19 The company's policy on Vulnerable Persons will follow the official advice as above.	1	5	5	None Required	✓	
Social Distancing	3	5	15	Employees are instructed to maintain social distancing where possible. Employees must ensure that personal hygiene standards are maintained to a high standard. The company will ensure that handwashing facilities are available. Infection control techniques must be increased to include regular washing of surfaces using a sanitiser with an alcohol content >60%. If tasks require employers to be closer than 2m, then consideration must be given to wearing face coverings, gloves, increasing hygiene and ensuring that the duration of the task is kept to a minimum. Any task which requires skin to skin contact must be avoided.	2	5	10	None Required	✓	
Lack of PPE	4	5	15	PPE is not thought to be required for normal working tasks. The company does has adequate levels of PPE, to include face coverings and gloves, for tasks such as cleaning. The minimum level of face masks must be FFP2 or equivalent. FFP3 masks are preferred. Employees are able to obtain PPE when required.	1	5	5	None Required	✓	

RISK ASSESSMENT – CORONAVIRUS

Visitors	4	5	20	<p>Only essential visitors should be permitted to attend site, if possible.</p> <p>All unessential visitors, meetings or appointments should be postponed, or the use of teleconference or videoconference facilities should be considered.</p> <p>Visitors are instructed to wash hands on arrival at the site and when leaving.</p> <p>Visitors must follow the same infection control and hygiene rules as all other persons on site.</p> <p>If a visitor refuses to follow the company's policies in any way then they are to be removed from site immediately.</p> <p>Any visitors who display symptoms of the virus on arrival at the site will not be permitted access.</p>	2	5	10	<p>Ensure that information posters and notices are prominently displayed in site offices and welfare facilities.</p>	✓	
-----------------	---	---	----	--	---	---	----	--	---	--

Name of Assessor:	SMT	Signature:	SAS
--------------------------	-----	-------------------	-----

RISK ASSESSMENT – CORONAVIRUS

Action Plan

Hazard	Further Actions	Assigned To	Due Date	Priority
All	Maintain current controls and procedures.	All Employees	Ongoing	Medium

Severity	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
Likelihood						

Likelihood	Severity	Risk (Likelihood x Severity)
1 = Very Unlikely	1 = No injury	1 – 5 = Low
2 = Unlikely	2 = Minor Injury or Illness	6 – 12 = Medium
3 = Likely	3 = 7-day Injury or Illness	15 – 25 = High
4 = Very Likely	4 = Specified Injury or Illness	
5 = Almost Certain	5 = Fatality or disabling injury	