

Risk Assessment: Covid -19 in the Workplace (including Visitors to Site).

Date of Risk Assessment: 04/04/20: Reviewed 01/10/2020

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Action Completed
Potential cross contamination of individuals with Covid 19 within company buildings or whilst in transit	Operatives/staff may suffer serious, possibly fatal consequences due to being infected	<p>This Risk Assessment & associated documentation.</p> <p>Working to best practice of Government and the HSE ie keeping a six-foot distance (2M) Between persons within all company activities</p> <p>The company provides hand sanitizers and washing facilities</p>	<p>Ensure staff and other workers are familiar with this document</p> <p>Implement and obtain signatures from staff to say they understand requirement for social distancing whilst at the workplace.</p> <p>Written information displayed on notice boards and within the Male and Female WC</p> <p>Audits</p>	Depot Manager	Immediate	04/4/2020
Public and others	Operatives/staff may suffer serious, possibly fatal consequences due to being infected	<p>Public who may visit are warned at the reception door to stand behind a predetermined line which acts as a barrier</p> <p>Small spaces are deemed confined spaces for the purpose of 2 M rule</p>	No not as this moment	Depot Manager	ASAP	04/4/2020
PPE / RPE	Given the Pathogens ability to infect, PPE/RPE to be considered. Note differing regions have their own preferences and requirements See this link https://gov.face-coverings-guidance-public	<p>Due to the complexity and availability of obtaining and maintaining RPE the best course of action is to maintain social distancing whenever possible again this is within scope of HSE best practice and government guidelines as this is the most Practical solution.</p> <p>Face coverings are not classed as RPE</p>	<p>Gloves are freely available</p> <p>Monitoring UK Gov/HSE web sites for new /amended advice</p> <p>Masks /face coverings available</p> <p>Audits</p>	<p>Depot Manager</p> <p>Gary Hagan</p>	Ongoing	

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Visitors/ not CWF drivers or staff	Persons from outside the company have the potential to introduce infection	Those persons who are invited to site must sanitise and maintain Social distancing protocols and this is regulated by the host /company representative. Strict limits exist and controlled use of our facilities	Consideration to be given to contact details being recorded. Audit	Gary Hagan Depot Manager	ASAP	10/4/2020
Keypads/ desk phones	These items can harbour infection retention	Those items which are heavily used and are not critical have been moth balled IE Time clocking machine	Keypad on main entrance door, is to be wiped twice daily by cleaners who attend, the premises during working hours. Phones to be sanitised by the operative	Depot Manager	ASAP	10/4/2020
Contractors/visit or using W/C	CWF staff or visitor could be harmed by cross infection	Strict monitoring and control of visitor's access to site. nominated WC to be used (disabled WC if Available) the WC are only to be used by others in situations that public toilets are not immediately available	Cleaning staff are to use Halogens i.e. (sodium hypochlorite) and not antibacterial agents, as the efficacy of kill rate is higher ppm	Depot Manager Gary Hagan	ASAP	10/4/2020
Infected staff	Once a person who suspects they are infected the following protocol is to be followed	The depot manager will collate the test results from the individual. Notwithstanding the above the depot manager will arrange for the sanitation of the suspected/confirmed persons workplace to be undertaken using a nebuliser machine	Continued monitoring of staff that worked near the infected person. Management to offer support to those that may be concerned as to events surrounding them	HR Depot manager Gary Hagan	Ongoing	
Vehicles	These assets can harbour infection/ retention and pass on to staff Workshops/ vehicle suppliers utilise their own systems which details have been noted	Drivers tend to be assigned to the same vehicle. If a different driver is assigned, the cab interior work surfaces, switches, controls, and handles will be wiped down by the operative using the materials supplied including gloves to ensure sanitised surfaces same will apply to the handled surfaces of the load portion of the vehicle.	Consideration to be given to use of nebuliser in the cab if any concerns are raised to the effectiveness of wiping down surfaces	Gary Hagan Depot manager	Ongoing	
Fuelling /emission additives points	The fuelling / additives points have potential to infect persons	The fuelling undertaken at the depots is safe as the requirements of COSHH take precedence and Gloves are used to fulfil our H&S requirements in so far as R/A and PPE	Consideration to be given in providing hand sanitation at source.ie fuel pumps island	Depot Manager	ASAP	26/10/20