

Assessment Details

Site	ALL	Assessor Name	Amy Harris
Reference	MBH-CV19	Assessment Team Members	AD'S and Safety Representatives
Is This Confidential	No	Assessment Date	05/03/2020
Publish To Portal	Yes	Activity Description	Risk assess each hazard and implement the necessary controls as appropriate. Provide awareness briefings to all affected workers and contractors, use the briefing record to capture their names. Note:each site will conduct additional site specific risk assessments
Activity / Task	Health: COVID-19	Number Of People Exposed	Unknown >350
Project		List those at Risk	Employees, contractors, visitors, general public, family members
Description	Risk assessment for COVID-19.	Is This An Acceptable Risk?	Yes
Precise Location	All Sites.	Review Date	03/09/2021
Date Record Created	17/06/2020	Reviewed By	Amy Harris

Hazard Category	Hazard Sub-category	List those at Risk	Control Measures	Potential Risk Factor	Additional Control Measures	Residual Risk Factor
Coronavirus COVID-19	General: Employees are not aware of the risks from CV19 and become infected due to lack of awareness of control measures.	Employees	Provide education and information resources: 1 - NHS provides advice on what CV19 is, what the risks are, the symptoms, how CV19 is spread, and how to avoid catching or spreading germs (simple Do's and Don'ts): https://www.nhs.uk/conditions/coronavirus-covid-19/ 2 - The WHO (World Health Organisation) provides information and a free 3hour online training course for emerging respiratory viruses, including CV19: https://openwho.org/courses/introduction-to-ncov 3 - Additional consideration will be given to those employees who may be deemed to be at increased risk.	High	*Evaluate current control measures. All employees to receive inductions on return to work, to include risk assessment, site specific task based risk assessments and SOP. As part of the induction employees will be trained on procedures relating to reporting symptoms and the amendments to the return to work after an absence procedure. All employees contacted to ascertain their personnel risk level Employees have been reminded of the GSC system and encouraged to report any hazards including those relating to social distancing and hygiene. Site Operating Procedure, site specific risk assessments and task based risk assessments in place.	Medium
Coronavirus COVID-19	Self/household Isolation: Employees are not aware of the need to self-isolate or how to self-isolate.	Employees	Provide education and information resources: 1 - NHS 111 online provides advice on when to isolate and access to an online interactive and personal checklist: https://111.nhs.uk/covid-19 2 - Advice on how to self-isolate has been passed onto employees.	High	A no contact reporting system is in place for reporting self isolation/household isolations, followed by a return to work procedure. Contractors and visitors to remain on site for the duration of their visit. Site Operating Procedure in place.	Low

Coronavirus COVID-19	Travel: Travelling for work	Employees	<p>All employees that can work from home have been advised to do so.</p> <p>Operation AD'S have permission to travel to sites to conduct safety checks, inspections and audits but must comply with social distancing. Any other work should be completed from home.</p> <p>Practical alternatives to travel including postponing trips and holding meetings via video conferencing are implemented.</p>	Medium	<p>Anybody who feels they have a task that can not be carried out from home has been asked to contact the health and safety manager who will risk assess the task.</p> <p>Site Operating Procedure, site specific risk assessments and task based risk assessments in place.</p> <p>Travelling to a site which can not confirm it is COVID-Secure will not be permitted.</p>	Medium
Coronavirus COVID-19	Travel (Returning from traveling abroad)	Employees	<p>Provide education and information resources</p> <p>All travel abroad for work has been suspended.</p> <p>All employees returning following an absence will need to complete the relevant form and follow any isolation period stipulated as a result.</p>	Medium		Medium
Coronavirus COVID-19	Booked Annual Leave: Employee(s) may become affected due to travelling to an affected area as part of booked annual leave.	Employees	<p>Provide education and information resources:</p>	Medium		Medium
Coronavirus COVID-19	Spread of COVID-19	Employees, general public, family members	<p><u>Hand Washing</u></p> <p>Hand washing facilities with soap and water in place. Stringent hand washing taking place and being monitored. See hand washing guidance on portal and display around the sites. Staff encouraged to protect the skin by applying emollient cream regularly Gel sanitisers have been placed in any area where washing facilities not readily available and at site access points</p> <p><u>Cleaning</u></p> <p>Frequently cleaning and disinfecting objects by way of electrostatic spray down of the entire sites.</p> <p><u>Social Distancing</u></p> <p>Social Distancing - Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended</p> <p>Taking steps to review work schedules including start & finish times/shift patterns, working from home etc. to reduce number of workers on site at any one time. Also relocating workers to other tasks.</p>	High	<p>Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands.</p> <p>Posters/signs have been displayed around the sites.</p> <p>Rigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed.</p> <p>Employees to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it.</p> <p>Management checks to ensure this is adhered to.</p>	Medium

			<p>Redesigning processes to ensure social distancing in place.</p> <p>Conference calls to be used instead of face to face meetings.</p> <p>Ensuring sufficient rest breaks for staff.</p> <p>Social distancing also to be adhered to in canteen area and smoking area.</p> <p><u>PPE</u></p> <p>In line with the governments documents on “Working Safely During COVID-19” which identifies PPE as non beneficial, we will not encourage precautionary use of PPE to protect against COVID-19. We will however continue to provide PPE for those risk that have been identified as a direct result of our operations.</p> <p><u>Symptoms of Covid-19</u></p> <p>If anyone becomes unwell with a new continuous cough or a high temperature in the workplace they will be sent home and advised to follow the stay at home guidance.</p> <p>Line managers will maintain regular contact with staff members during this time.</p>		<p>Employees are actively encouraged to report an incidents of non compliance using the GSC (hazard reporting) reporting system</p> <p>Where required additional welfare facilities have been acquired and/or additional areas have been created as break out areas.</p> <p>Internal communication channels and cascading of messages through line managers will be carried out regularly to reassure and support employees in a fast changing situation.</p> <p>Site Operating Procedure, site specific risk assessments and task based risk assessments in place.</p> <p>Risk Assessments in places for activities occurring off site including delivery of products.</p>	
Coronavirus COVID-19	Visitors to our site	Employees, contractors, visitors, general public, family	All visits will be assessed to determine if they are essential, if they can be carried out virtually instead then this will be arranged.		<p>72 hours notice to be given to ensure</p> <p>Completion of a visitor from must be completed 48 hours prior to the visit or the visit must be cancelled.</p> <p>All visitors must undergo a site induction.</p>	
Coronavirus COVID-19	Negative Mental Health	Employees	Management will promote mental health & wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help		Regular communication of mental health information and open door policy for those who need additional support.	

Assessment Conclusion

With proper education and proactive engagement, risk is minimal.

Signatures