


Risk Assessment

NB: This Assessment is based on the design hazard analysis further assessment may be required as necessary. This assessment must be supported by a Dynamic Risk Assessment (DRA) on-site
The Project Manager/Site Manager is Ultimately Responsible for all on-site safety activity
The Site Manager/Supervisor is responsible for ensuring all safety measures are implemented and for monitoring safety controls
Site Safety Officers will audit the site and advise of safety matters and improvements periodically



Task Details		Improvement and repairs inclusive of electrical upgrades, plumbing works and the renewal of fixture and fittings <b style="color: red;">Additional measures for the consideration of viral diseases within the workplace					
Assessment Date:	2/11/2020	Review Date:	1/12/2020	Approvals			
Assessment carried out by:	Shaun Langley			Client:	South Liverpool Homes		
Scope of works:	Responsive Repairs, Investment Works, Electrical Testing, Gas Servicing			Signed:		Date:	
Signature:							
Role:	Head of Operations			Client Signature:		Date:	
Revision Number:	008						

* Exposure Ratings	1=Highly Unlikely, 2=Unlikely, 3=Possible, 4=Probable, 5=Common, 6=Regular, 7=Continuous
** Severity Ratings	1=Trivial, 2=Minor, 3=Break minor bone, temporary minor illness, 4=Break major bone, 5=Major Injury/Illness, 6=Fatality (1 person), 7=Multiple Fatality (2+ persons)

Severity Rating	Exposure Rating						
	1	2	3	4	5	6	7
7	7	14	21	28	35	42	49
6	6	12	18	24	30	36	42
5	5	10	15	20	25	30	35
4	4	8	12	16	20	24	28
3	3	6	9	12	15	18	21
2	2	4	6	8	10	12	14
1	1	2	3	4	5	6	7

Matrix Key
 Low Risk = 1-10 Medium Risk = 11-24 High Risk = 25-49

This document has been created using the Working Safely during COVID – 19 in other people’s homes – 12 August 2020 guidance

<p>Occupational hygiene/ COVID 19</p>	<p>Presence of viruses and bacterial in the workplace</p>	<p>Viruses and bacteria entering the body via ingestion, injection, direct contact with contaminated surfaces, mucosal membranes</p>	5	5	25	<p>Control Measures</p> <ol style="list-style-type: none"> 1. Travelling to work – avoid public transport were possible, if that is not possible avoid using during peak times: (8:15 – 9.00 and 17:00 - 18.00) 2. Operatives are encouraged to bring their own food and drink to work and avoid visiting shop, cafes etc 3. Operatives are not to bring anyone to work other than members of their own team who they will work with throughout the day 4. Operatives to maintain good ventilation when travelling in their vehicle with two occupants in the crew cab 5. If Operatives are not required to wear PPE for their specific task and the working area meets the following criteria: <ul style="list-style-type: none"> • Enclosed space • Where social distancing isn't always possible • Where they come into contact with others, they do not normally meet <p>Then face coverings must be worn by the operatives.</p> 6. Operatives working in teams are to remain in the same team throughout the day and not work across other teams. 	2	5	10	<p>Additional Control Measures</p>  <p>Briefing on occupational hygiene to given to operatives on return to work</p> <p>Emergency procedures/government guidance to be issued to all operatives</p>  <p>First aid kit with anti-septic wipes, sterile dressings, eye protection, FFP3 dust masks, eye wash. Latex or nitrile gloves, disposable overalls</p> <p>Hand sanitisation stations installed in Evans Road office in entrance area and stores area</p>
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						<p>7. Use back to back or side to side working rather than face to face working were possible</p> <p>8. Operatives are not to meet up with other operatives during the working day unless instructed by their manager</p> <p>9. Operatives working alone are to do so throughout the day and follow lone working procedures</p> <p>10. Operatives to maintain a safe distance at all times were possible.</p> <p>11. Crew Cab of vehicle to be cleaned using anti-bacterial wipes at the end of each day.</p> <p>12. If there are too many people in the work area leave and contact your line manager immediately</p> <p>13. Welfare to be utilised at Evans Road office, The Matchworks and other site locations</p> <p><u>PPE:</u></p> <p>1. PPE stock is monitored daily to ensure adequate PPE is in stock</p> <p>2. Latex/nitrile gloves shall be used at all times.</p> <p>3. FFP3 rated masks to be used at all times when a safe distance can't be kept</p>				
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						<ol style="list-style-type: none"> 4. Dispose of used PPE that can no longer be worn into a sealed bag and discard into a skip, to avoid cross contamination with other team members 5. Hands are to be washed if visibly dirty with soap and water or sanitised thoroughly after the removal of PPE. 6. Eating, drinking, smoking is prohibited in the working area 7. Handling contact lenses is prohibited in areas where there is a likelihood of occupational exposure. 8. Never handle potentially contaminated materials. 9. Equipment used for works shall be decontaminated after use (a simple antiseptic wipe cloth will do). 10. All work surfaces and benches shall be decontaminated after use (a simple antiseptic wipe cloth will do). <p><u>Communications with tenants prior to visit:</u></p> <ol style="list-style-type: none"> 1. There is prior engagement with the tenants via the Customer Service Team to confirm their current health conditions regarding Coronavirus – self isolating or have contracted virus or displaying symptoms 				
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						<ol style="list-style-type: none"> 2. Discussion with the occupants of household ahead of a visit to ask that social distancing guidelines (2m, or 1m with risk mitigation where 2m is not viable, is acceptable) are maintained between workers and householders, if possible 3. Advise tenants if possible, to relocate themselves to a different room when the operative attends, whilst the works are being carried out, tenants are not to speak with operatives face to face unless necessary to do so 4. Advise tenants to leave all internal doors open to minimise contact with door handles and open windows to improve ventilation. 5. Identify busy areas i.e. hallway, staircase and advise the tenant to try and minimise movement within these areas where possible when operatives in their property 				
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						<p><u>Cleaning procedures when in the property:</u></p> <ol style="list-style-type: none"> 1. Carry out frequent cleaning of objects or surfaces that are touched regularly during the visit 2. Remove all waste and belongings from the work area at the end of the job. 3. If you sneeze, cough cover your mouth using a tissue and not your hands. Discard the tissue through the arranged method with the householder. Sanitise your hands immediately after if hand washing facilities aren't available 				
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Overall Level of Risk (MUST NOT progress if High)			Medium	
Persons at Risk E = Employees C = Contractors/Deliveries V = Visitors P = Members of Public A = All	Risk Rating Calculation Severity multiplied by Likelihood equals risk S X L = Level of Risk	Severity Rating 5 = Catastrophic Injury/III Health 4 = Major Injury 3 = Absence Injury 2 = Minor Injury 1 = No Injury	Likelihood Rating 5 = Virtually Certain 4 = Highly Likely 3 = Likely 2 = Unlikely 1 = Highly Unlikely	Level of Risk 1 – 5 = Low 6 – 14 = Medium 15 – 25 = High

Name of Project Manager Reviewing and Accepting Risk Assessment and Controls	Signature	Date

The risk assessment will be reviewed in line with new government guidance published. Operatives will be informed of any changes immediately.

