



General Details

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|-------------------|-------------|
| Assessor | Matt Davies |
| Assessment Date | 05/04/2020 |
| Assigned Reviewer | Matt Davies |
| Next Review Date | 28/06/2021 |

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|--------------------|-------------------|
| Operation Assessed | Corona Virus CV19 |
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Associated with specific area

- All

Description of work area and/or activity assessed

Mitigating exposure to Corona Virus - CV19

Overall Current Risk

Medium



Average Number of Persons Affected

| | |
|----|-------------|
| 3 | Contractors |
| 10 | Employees |

| Current Rating | Hazard Information | Task Status |
|--|--|---|
| Medium  |  Biological Contacting or spreading viruses Coronavirus is a highly contagious disease that can have severe effects on people, especially those who are vulnerable. The virus is likely to pass from person to person in communal areas and where it is not possible to maintain safe distances between persons. If a person is infected while working it can be passed on through families and other contacts. You can spread the virus even if you don't have symptoms. |  |
| Measures Currently in place to prevent risk of injury | | |
| Wherever possible travel to site alone, using your own transport (for example, a car or bicycle or walking). Avoid public transport where possible. Health questionnaire to be completed upon arrival, anyone who answers yes to any of the questions will not be permitted to enter the site and will be asked to leave and isolate for 14 days. | | |

| Potential Rating | Additional Controls Required |
|---|---|
| Medium  | <p>No Remedial Actions Entered</p> <p>If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.</p> |

| Current Rating | Hazard Information | Task Status |
|---|--|--|
| Medium  |  Biological Close contact between workers should not be carried out. |  |
| Measures Currently in place to prevent risk of injury | | |
| Non-essential physical work that requires contact must not be carried out. Operators are to maintain the 2 metre distance at all times. Be vigilant, do not become complacent through the working shift. if you observe it politely ask your colleague to separate themselves. Please report any breaches to Matt Davies on 07495605651 or Mat Harbour 07747103209 | | |

| Potential Rating | Additional Controls Required |
|---|---|
| Medium  | <p>No Remedial Actions Entered</p> <p>If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.</p> |

| Current Rating | Hazard Information | Task Status |
|---|--|-------------|
| Medium | Biological Failing to maintain hygiene standards | |
| Measures Currently in place to prevent risk of injury | | |
| All employees must maintain a high level of personal hygiene at all times. Wear gloves when operating power tools or hand tools. Wash you hands regularly, especially before eating. Many doors and keypads (printer screens etc) are wiped down at the start of the shift. Use your body to open doors where possible, If possible wear gloves to open doors. Failing that wash your hands or use hand sanitisers. If welfare facilities are running low you must inform your team leader or manager. | | |

| Potential Rating | Additional Controls Required |
|------------------|--|
| Medium | No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them. |

| Current Rating | Hazard Information | Task Status |
|---|--|-------------|
| Medium | Biological Coughing constantly for one hour period | |
| Measures Currently in place to prevent risk of injury | | |
| If your develop a persistent cough you must leave the site and self isolate for 14 days. Please inform your supervisor or manager prior to leaving. If you do cough, do so into your sleeve or a tissue. | | |

| Potential Rating | Additional Controls Required |
|------------------|--|
| Medium | No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them. |

| Current Rating | Hazard Information | Task Status |
|--|---|-------------|
| Medium | Biological Cross contamination, poor maintenance relating to cleanliness of tools and machinery on site | |
| Measures Currently in place to prevent risk of injury | | |
| Clean down of all regularly used items to be carried out at the start and end of each shift. Cleaning materials are readily available to clean items such as the following: * Machine doors * Nail guns * Door handles * Toilet flusher * Hand tools | | |

| Potential Rating | Additional Controls Required |
|------------------|--|
| Medium | No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them. |

| Current Rating | Hazard Information | Task Status |
|--|--|--|
| Medium  |  Biological Use of Fork Lift Trucks (FLT), Nail Guns & Machines |  |
| Measures Currently in place to prevent risk of injury | | |
| <p>Where possible let one person drive the FLT for the shift, the driver can clean it down and maintain it for the day.</p> <p>Where possible a designated operative to use a specific nail gun. Said operative is to ensure it is cleaned at the start and end of shift.</p> <p>Antibacterial wipes and sprays are readily available to wipe items down for a new user.</p> | | |

| Potential Rating | Additional Controls Required |
|---|---|
| Medium  | <p>No Remedial Actions Entered</p> <p>If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.</p> |

| Current Rating | Hazard Information | Task Status |
|--|---|---|
| Medium  |  Biological Working in the office. |  |
| Measures Currently in place to prevent risk of injury | | |
| <p>Working from home is still the preferred method where possible. Where this is no longer a viable option employees returning to work are suitably separated.</p> <p>They are not to sit opposite each other unless a barrier is in place. Keyboards and telephones are cleaned daily, they are to be used by one person only.</p> <p>Kitchen areas should only be used by one person at a time, please wait until the area is empty before entering. Fridges and kettle handles are wiped throughout the day to keep Hygiene standards high.</p> | | |

| Potential Rating | Additional Controls Required |
|---|---|
| Medium  | <p>No Remedial Actions Entered</p> <p>If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.</p> |

| Current Rating | Hazard Information | Task Status |
|---|---|---|
| <p>Medium</p>  | <p>Other (See: Hazard Details)  RML recognises that working from home for some can be challenging and stressful. The mental health and the well being of our employees is paramount and RML strives to engage and keep in contact with all employees working form home. As time goes on RML will ensure those wishing to return will do so safely.</p> |  |
| <p>Measures Currently in place to prevent risk of injury</p> | | |
| <p>Managers keep in contact with home workers and those who have returned to work daily. Office space shall be reviewed daily, currently seating employees at safe distances is possible. Employees are encouraged to raise any issues that are causing them stress or anxieties. As the office space fills due to employees returning to the office this shall be reviewed on a daily basis. Employees shall are not to sit opposite each other, should this becomes a requirement barriers will be erected to maintain social distancing and exposure guidance.</p> | | |

| Potential Rating | Additional Controls Required |
|---|---|
| <p>Medium</p>  | <p>No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.</p> |