



Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

This is a **Risk Assessment** for dealing with the current Covid-19 situation in the workplace.

Reviewed - 19/01/21

What are the hazards?	Who might be harmed	Controls In Place	Additional Controls	Done
Spread of Covid-19 Coronavirus	Staff Visitors Cleaners Contractors Drivers Vulnerable groups Anyone else who physically comes in contact with you in relation to your business	<p>Hand Washing Hand washing facilities with soap and water in place. Stringent hand washing taking place. See hand washing guidance. https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ Drying of hands with disposable paper towels. https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/ Gel sanitisers at clocking facilities and at strategic points throughout the factory and offices</p> <p>Cleaning Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light</p>	<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. Tissues are made available throughout the workplace.</p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - Posters, leaflets and other materials are available for display. https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Rigorous checks are carried out by line managers to ensure that the necessary procedures are being followed.</p>	<p>Complete</p> <p>Complete</p>

		<p><u>PPE</u> <i>Public Health guidance on the use of PPE (personal protective equipment) to protect against COVID-19 relates to health care settings. In all other settings individuals are asked to observe social distancing measures and practice good hand hygiene behaviours</i></p> <p><u>Symptoms of Covid-19</u> If anyone becomes unwell with a new continuous cough, a high temperature or a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal in the workplace they will be sent home and advised to follow the stay at home guidance. Line managers will maintain regular contact with staff members during this time. If advised that a member of staff or public has developed Covid-19 and were recently on our premises (including where a member of staff has visited other work place premises), the management team of the workplace will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken.</p> <p><u>Installers</u> Procedures in place for Drivers to ensure adequate welfare facilities available during their work - Reference https://www.hse.gov.uk/news/drivers-transport-delivery-coronavirus.htm COVID-19-guidance on freight transport.</p>	<p>Internal communication channels and cascading of messages through line managers are carried out regularly to reassure and support employees in a fast changing situation.</p> <p>Line managers offer support to staff who are affected by Coronavirus or has a family member affected.</p> <p>Communicate with companies we Visit to/from to ensure welfare facilities will be available to our Installers. Allowing installers adequate breaks to avail of proper welfare facilities.</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p>
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