

Form 29-01a Risk Assessment - COVID 19 Risk Assessment – COVID-19

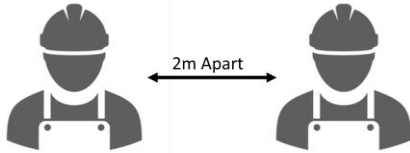
Risk Assessment: COVID-19		Assessment Date: 18 May 2020			
Project	All Projects	PPE to be Worn	Wear Hi-vis clothing.	Cut gloves to be worn suitable to task being carried out	
Assessor	Jane McCormack		Hard hats to be worn on all sites.	Face covering to be used If unable to maintain 2m distance for one off essential tasks.	
Persons at Risk	All Persons		Steel toe cap safety shoes or laced boots to be worn.		

Introduction:

When servicing clients during the Coronavirus Covid-19 pandemic, we need to ensure we are protecting our workforce and minimising the risk of spread of infection. The Security Industry has been deemed in the Key Worker category. This guidance is intended to introduce consistent measures in line with the Government’s recommendations on social distancing. These are exceptional circumstances and the security industry must always comply with the latest Government advice on Coronavirus.

RA-COVID-19 Hazards and <i>Risks</i>	Initial Risk			Control Measures: Must be in place and remain so throughout the duration of the activity. Compliance to be monitored by supervisor.	Residual Risk		
	H	M	L		H	M	L
Discovering Symptoms: <i>Spreading COVID-19</i>	■			Anyone who meets one of the following criteria should not come to work: <ul style="list-style-type: none"> • Has a high temperature, a new persistent cough or a loss of, or change in, your normal sense of taste or smell (anosmia) - follow the guidance on self-isolation • Is a vulnerable person (by virtue of their age, underlying health condition, clinical condition or are pregnant) • Is living with someone in self-isolation or a vulnerable person If an employee develops a high temperature or a persistent cough while at work, they should: <ul style="list-style-type: none"> • Return home immediately 		■	

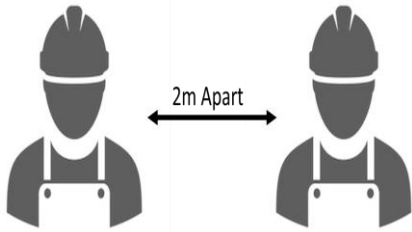
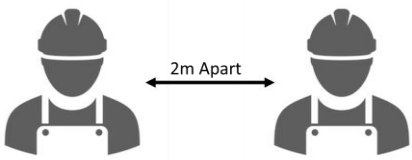
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				<ul style="list-style-type: none"> Avoid touching anything Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed 			
Travel to Work: Contact with COVID-19	■			Wherever possible workers should travel to clients premises alone using their own transport or designated company vehicle. Ask in advance about the hand washing facilities available at the location before setting off. Prime Secure to provide hand sanitiser where hand washing facilities are unavailable. Regularly clean frequently touched areas, door handles, car controls etc.			■
Arrival at premises / site: Contact with contaminated surfaces		■		<ul style="list-style-type: none"> Upon arrival, inform the client representative that you have arrived (telephone call from vehicle). If a site attendance register is in use, ask the Client to complete it on your behalf. If verbal communication is required, this must be done maintaining the 2m distance rule. All workers to wash or clean their hands before entering or leaving the clients premises /sites. 		■	
Close Working: Spreading Coronavirus	■			<p>There will be situations where it is not possible or safe for workers to distance themselves from each other by 2 metres;</p> <ul style="list-style-type: none"> Non-essential physical work that requires close contact between workers should not be carried out Work requiring skin to skin contact should not be carried out Plan all other work to minimise contact between workers Re-usable PPE should be thoroughly cleaned after use and not shared between workers Single use PPE should be disposed of so that it cannot be reused (see procedure for single use gloves) Stairs should be used in preference to elevators Regularly clean touchpoints, doors, buttons etc. 		■	

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				<ul style="list-style-type: none"> Increase ventilation in enclosed spaces 			
Use of Toilet Facilities: Contact with contaminated surfaces	■			<ul style="list-style-type: none"> Restrict the number of people using toilet facilities at any one time Wash hands before and after using the facilities Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush 		■	

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				<ul style="list-style-type: none"> Provide suitable rubbish bins for hand towels with regular removal and disposal. 			
Canteen and Eating facilities at clients premises: Contact with contaminated surfaces 		■		<p>With cafés and restaurants having been closed across the UK, canteens cannot operate as normal. Whilst there is a requirement for construction sites to provide a means of heating food and making hot drinks, these are exceptional circumstances.</p> <p>It is recommended that Prime Secure do not use client canteen facilities unless strict arrangements for maintaining safe 2m distance is strictly applied and a thorough cleaning regime is implemented. On sites, the following should be expected, otherwise, do not use.</p> <ul style="list-style-type: none"> Dedicated eating areas should be identified on site to reduce food waste and contamination Break times should always be staggered to reduce congestion and contact Hand cleaning facilities or hand sanitiser should be available at the entrance of any room where people eat and should be used by workers when entering and leaving the area The workforce should be asked to bring pre-prepared meals and refillable drinking bottles from home Workers should sit 2 metres apart from each other whilst eating and avoid all contact Crockery, eating utensils, cups etc. should not be used Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced Tables should be cleaned between each use All rubbish should be put straight in the bin and not left for someone else to clear up All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines and payment devices etc. 		■	

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General Information: <i>Lack of awareness in times of frequent government updates.</i>		■		<ul style="list-style-type: none"> • Employees are requested to monitor GOV.UK websites for updated information. • Regular updates and posters displayed at Prime Secure premises 			■