




RISK ASSESSMENT:

Conqueror Industries - Working During The COVID-19 Pandemic

RA Number:	RA100	Date: <i>Valid for 12 months</i>	27.04.2020	Severity of Injury 5 - 5 10 15 20 25 4 - 4 8 12 16 20 3 - 3 6 9 12 15 2 - 2 4 6 8 10 1 - 1 2 3 4 5 Likelihood of Injury 1 - Almost Impossible 2 - Unlikely 3 - Possible 4 - Likely 5 - Almost Certain												
Completed by (name):	Health & Safety Adviser (L.Cole)															
Reviewed By:	Signed:	Who can be Harmed?														
Julian Ireland	J.Ireland	Staff - All	✓													
Paul Ireland	P.Ireland	Contractors	✓													
Paul Hatfield	P.Hatfield	Visitors	✓													
Richard Knight	R.Knight															
Jane Harris	J.Harris															
Shelley Ireland	S.Ireland															
Multiply to calculate Risk Rating <table border="1"> <tr> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> <tr> <td>Likelihood of Injury</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>					1	2	3	4	5	Likelihood of Injury						
	1	2	3	4	5											
Likelihood of Injury																
Red - Do not proceed Amber - Review before task Green - Proceed																

Hazardous event	How persons can be harmed	Uncontrolled Risk Rating L x S = RR	Control Measures	Controlled Risk Rating L x S = RR
All Staff (Including Shielded Employees): Potential to Become Infected by Airborne Particles	Chronic respiratory illness resulting from inhalation of Virus	4 X 5 20	<ul style="list-style-type: none"> • Symptomatic isolation: An individual showing early symptoms (a continuous cough or a temperature of 37.8 degrees or higher, or a loss of or change in normal sense of taste or smell, should self-isolate for seven (7) days • Household isolation: All residents of households are to enter self-isolation for fourteen (14) days if anyone in the household develops any of the early symptoms listed above • Take Guidance from your GP or 111 	1 X 5 5
Staff Becoming Infected by Airborne Particles from Movement of People: Admin Offices, Production Office, Admin Kitchen	Chronic respiratory illness resulting from inhalation of Virus	4 X 5 20	<ul style="list-style-type: none"> • All staff to observe the Government social distancing guidelines of 2m from another person wherever possible, else use PPE (FFP3 Moldex mask 2555 or a surgical mask) • Ensure those around you keep their distance – be Assertive and tell people to move if necessary! • “Please Do Not Enter” notice attached to Admin Office door to limit foot flow into office • Increase handwashing, surface cleaning at desks and cleaning of kitchen • Provision of anti-bacterial gel at each desk • All staff asked to read and sign “Coronavirus – Return to Work Instructions” • All staff asked to read and sign “Coronavirus – COVID-19 (reminder)” 	1 X 5 5

Hazardous event	How persons can be harmed	Uncontrolled Risk Rating L x S = RR	Control Measures	Controlled Risk Rating L x S = RR
			<ul style="list-style-type: none"> Social markings in offices not required due to adequate space Corridor between Production Office and Admin Office: only one person to access at a time Use of individual mugs: keep to your own and avoid touching other people's equipment 	
Staff Becoming Infected by Airborne Particles from Movement of People: Factory Units, Stores, Factory Rest Areas	Chronic respiratory illness resulting from inhalation of Virus	4 X 5 20	<ul style="list-style-type: none"> Wearing task mandatory Moldex FFP3 2555 mask or Moldex 7005/6 mask with 9030 filters and gloves will guard against COVID-19 Control access to the working area by ensuring those around you keep 2m distance if masks are not being worn (because task doesn't require it) Increase the frequency of hand washing and surface cleaning Foremen to continually review factory processes to allow people to work further apart from each other Everyone to be aware that social distancing applies to all parts of the work environment, not just places where people spend most of their time, but also entrances and exits During briefings allow 2m distance between each other Hold meetings outdoors or in factory units where distancing can be achieved (not the training room or an individual's office for more than 2 people) Disposable cups provided in vending area - stop transfer of coronavirus All staff asked to read and sign "Coronavirus – Return to Work Instructions" All staff asked to read and sign "Coronavirus – COVID-19 (reminder)" 	1 X 5 5
Staff Becoming Infected by Airborne Particles from Site Visitors & Contractors	Chronic respiratory illness resulting from inhalation of Virus	4 X 5 20	<ul style="list-style-type: none"> Visitors to be briefed on social distancing and hygiene at site The number of visitors to site at any one time is kept to a minimum of one company 	1 X 5 5
Staff Becoming Infected: Toilet Areas	Chronic respiratory illness resulting from inhalation of Virus	4 X 5 20	<ul style="list-style-type: none"> Toilets now cleaned twice a week Soap in toilets checked twice a week and refilled 	1 X 5 5
Staff Becoming Infected: Personal Hygiene	Chronic respiratory illness resulting from inhalation of Virus	4 X 5 20	<ul style="list-style-type: none"> DON'T shake hands with others Catch sneezes & coughs in a tissue (dispose of the tissue) Wash your Hands 	1 X 5 5

Hazardous event	How persons can be harmed	Uncontrolled Risk Rating L x S = RR	Control Measures	Controlled Risk Rating L x S = RR
			<ul style="list-style-type: none"> Use alcohol hand sanitizers 	
Travel To/From Work	Coming into contact with others, potential for chronic respiratory illness resulting from inhalation of Virus	4 X 5 20	<ul style="list-style-type: none"> Ensure you have enough fuel for journeys and fill up with petrol/diesel as infrequently as possible Plan your route as normal stops may not be open Keep your mobile phone charged and have the means to charge it with you If using public transport, distance yourself from other travellers, use surgical mask/gloves Where possible, do not share vehicles into work 	1 X 5 5

Hazardous event	How persons can be harmed	Uncontrolled Risk Rating L x S = RR	Control Measures	Controlled Risk Rating L x S = RR
<p>Spreading the Virus Outside of Work (“Stay Alert, Control the Virus, Save the NHS”)</p>	<p>Chronic respiratory illness resulting from inhalation of Virus, picking it up from surfaces</p>	<p>4 X 5 20</p>	<ul style="list-style-type: none"> • Where possible change out of your work wear before you enter your home • Do not shake dirty laundry – shaking dirty clothes could spread the virus around home • Wash items in accordance with the manufacturer’s instructions using the hottest setting possible and dry items completely • Wash clothes in a load not more than half the machine capacity <div data-bbox="1126 488 1818 1417" style="text-align: center; background-color: #ffff00; padding: 10px;"> <p>WHAT DO I DO WHEN I COME HOME</p> <p>BEHAVIOUR PROTOCOL REGARDING COVID-19</p> </div>	<p>1 X 5 5</p>

Additional Information

Variations to Work Task	Mandatory PPE, Equipment or Tools for this Work task
<ul style="list-style-type: none"> Maintain 2m distance from others unless wearing Moldex FFP3 2555 mask or Moldex 7005/6 mask with 9030 filters. 	<ul style="list-style-type: none"> Wear Moldex FFP3 2555 mask or Moldex 7005/6 with 9030 filters if 2m social distancing can't be achieved.
Additional Training and Information	Notes
<ul style="list-style-type: none"> Refer to: 'Coronavirus – Return To Work Instruction' form and 'Coronavirus – COVID-19 (reminder)' form. 	<ul style="list-style-type: none"> This RA has been acknowledged and signed for by staff via the 'Coronavirus – Return To Work Instruction' form and 'Coronavirus – COVID-19 (reminder)' form.

Revisions

Date	Amendment