

RISK ASSESSMENT

Plant/Location:	Dept/Area	Assessors:	Assessment of:	Date:
Customer site attendance	Installations / service / sales	G Lees	Coronavirus	#####



Hazard	Persons Affected	Risk	Current Risk Rating (L x S = Total)			Control Measures	Revised Risk Rating (L x S = Total)			Further controls required	By When	By Whom	Completed
			L	S	T		L	S	T				
Spread or exposure to COVID19	Cu; E	Site Control - movement within customer sites for installation or service activities	4	5	20	1. For installation and service work - reduce the entry and exit points to the work area. 2. Comply with customer site risk assessment and local rules 3. Attend site induction if provided 4. Attend site with one occupant per vehicle and remain social distancing whilst on site	2	5	10				
Spread or exposure to COVID19	Cu; E	Visitor restrictions - the attendance of additional Filtermist staff on installations lasting more than one working day	4	5	20	1. The attendance on site by Filtermist employees should be limited to those who are working on the site. Any other member of staff should seek permission from the Contracts Manager with justification as why there attendance is essential	2	5	10				
Spread or exposure to COVID19	Cu; E	Personal hygiene	4	5	20	1. On arrival at site use the welfare facilities (if available) to thoroughly wash hands for at least 20 seconds using soap and warm water. If this is not available then use hand sanitisers prior to entering the work area. 2. At regular intervals and after sneezing or coughing, wash hands as per the recommended guidance. 3. If wearing, renew disposal face coverings at least daily or after coughing or sneezing episodes.	2	5	10				
Spread of COVID19	Cu; E	Staff member wellness monitoring and declaration	4	5	20	1. All staff working on a customer site are required to read SOP HSE/P/024 and complete the self declaration form, HSE/F/006. This should be completed on a daily basis. 2. Any member of staff who feels unwell or displays symptoms of COVID-19 (fever, new continuous cough and loss or changed sense of normal smell or taste), should immediately leave the customer site and contact their line manager or HR.	2	5	10				
Spread or exposure to COVID17	Cu; E	Work equipment	4	5	20	1. Work equipment and tools should not be shared. If this is not possible then these should be cleaned thoroughly between use. 2. When using MEWPS and access/egress equipment, then this should be for the shortest time possible. Staff should wear, as a minimum a face shield and mouth covering during this activity.	2	5	10				
Spread or exposure to COVID18	E; P	Overnight stays in hotels	4	5	20	1. On arrival at the hotel and after checking in adhere to social distancing guidelines. 2. Once in hotel room, wash hands thoroughly. 3. If room service is available then should be used for the evening meal. If not available then use the nearest restaurant or delivery service.	2	5	10				

Severity

likelihood

	1	2	3	4	5
1	1	2	3	4	5
2	2	4	6	8	10
3	3	6	9	12	15

Persons affected:

E - Employee; V - Visitors; C - Contractors; Cu - Customers; T - Temps; P - Public

Date Revised.	Reason for Revision.	Name
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12/05/2020	Updated Government guidelines	G Lees									
18/05/2020	Government updated symptoms for detecting COVID-19	G Lees									

Likelihood

4	4	8	12	16	20
5	5	10	15	20	25

Risk Assessment Key

Likelihood	
Extremely unlikely	1
Unlikely	2
Likely	3
Extremely likely	4
Almost certain	5

Severity	
Minor injury	1
Moderate injury	2
Lost time injury, illness, damage	3
Major injury, disabling illness, major damage	4
Catastrophic injury (fatality)	5