

PEAK WASTE RECYCLING LTD

Risk Assessment Coronavirus COVID 19 – 15.04.20

Company	Site Address:
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Activity and Description of works being undertaken:
 This Risk Assessment has been completed due to ongoing and perceived risks of Coronavirus (COVID-19), it will be reviewed to ensure compliance with the Public Health England (PHE) guidance on social distancing in the workplace.

What are the hazards?	Who might be harmed? Employees Contractors Public Others Environment	How	Initial risk (without controls)			What controls are required?	Residual risk			Additional Action following final evaluation Required and by who?
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	
On Site	ALL	Access and Egress	M	M	M	<p>General Preventative Measures Ensure all persons presenting for work are in good health.</p> <p>Carry out daily briefings co-ordinating works to minimise trades being within 2m of one another (Carry these out externally if possible).</p> <p>Ensure welfare facilities are regularly cleaned/in good order and cleaning supplies are well stocked – review whether break times need to be staggered.</p> <p>Enforce 2m safe distance – especially at site entrances, walkways, stairs and corridors.</p> <p>Report any incidents of people showing fresh symptoms of Covid-19 to Health & Safety Dept & Business Continuity ASAP.</p>	M	L	L	The control measures contained within this Risk Assessment are to be shared with all Supervisors, operatives and visitors.
Symptoms of COVID19	ALL		H	H	H	<p>Control Measures Anyone who meets the following criteria should not come to work:</p> <p>Has a high temperature or new persistent cough</p> <ul style="list-style-type: none"> A vulnerable person (by virtue of their age, underlying health condition, clinical condition or are pregnant) 	M	M	M	The control measures contained within this Risk Assessment are to be shared with all Supervisors, operatives and visitors.

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		<p>Because it's a new illness, we do not know exactly how coronavirus spreads from person to person.</p> <p>Similar viruses are spread in cough droplets.</p>				<ul style="list-style-type: none"> • Living with someone in self-isolation or a vulnerable person. If anyone on site develops symptoms: • They should advise their supervisor & return home immediately by the safe means available • Ensure they avoid the office / site and touching anything • The affected person should cough or sneeze into a tissue and put it in a bin, or if you do not have tissues, cough and sneeze into the crook of your elbow • Those who show symptoms and have travelled by public transport should be reminded to try and sit/stand 2m from other passengers. • Where symptoms are displayed, arrange for any areas to be cleaned and ensure waste procedures are followed 				
			H	H	H	<p>Emergency Procedure If there is a belief that anyone has COVID19 or a belief contamination is known in the working area move the effected person to a secure area. Care is to be taken to not spread any contamination further with control.</p> <p>If there is evidence or obvious signs and symptoms someone has COVID-19 they are to self isolate, call 111.</p> <p>The symptoms of coronavirus are:</p> <ul style="list-style-type: none"> • a new, persistent cough • a high temperature • shortness of breath • Loss of taste and smell <p>But these symptoms do not necessarily mean you have the illness.</p> <p>The symptoms are similar to other illnesses that are much more common, such as cold and flu.</p>	H	H	H	<p>The primary responsibility is to preserve life and first aid should be administered if required and until the emergency services attend.</p> <p>In the event of a perceived exposure you are to inform the H&S department immediately for support and advice</p>
<p>Travel to Site</p>	<p>Employees/ Contractors</p>	<p>Contact with others whilst travelling.</p>	M	M	M	<p>Wherever possible workers should travel to site alone using their own transport.</p> <p>If workers have no option but to share transport: Journeys should be shared with the same individuals and with the minimum number of people at any one time</p> <p>Good ventilation (i.e. keeping the windows open) and facing away from each other may help to reduce the risk of transmission</p>	M	L	L	<p>The control measures contained within this Risk Assessment are to be shared with all Supervisors, operatives and visitors.</p>

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						<p>The vehicle should be cleaned regularly using gloves and standard cleaning products, with particular emphasis on handles and other areas where passengers may touch surfaces</p> <p>Sites should consider: Parking arrangements for additional vehicles and bicycles.</p> <p>Other means of transport to avoid public transport.</p> <p>Providing hand cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitiser if soap and water are not available.</p> <p>How someone taken ill would get home.</p> <p>Where public transport is the only option for workers, you should consider:</p> <ul style="list-style-type: none"> ○ Changing and staggering site hours to reduce congestion on public transport ○ Avoid using public transport during peak times (05:45 - 7:30 and 16:00 - 17:30) 				
Driving at Work	Employees/ Contractors	Contact with others whilst driving/ travelling	M	M	M	<p>When travelling to work or between site locations, workers should travel alone. If workers have no option but to share a vehicle, then they should:</p> <p>Ensure the vehicle is sanitised at regular intervals with particular emphasis on handles and other surfaces which may be touched during the journey.</p> <p>Share with the same individuals and with the minimum number of people at any one time.</p> <p>Wherever possible maintain a distance of 2m and avoid touching their faces Maintain good ventilation (i.e. keeping the windows open) and face away from each other during the journey.</p> <p>Wash their hands for 20 seconds using soap and water or hand sanitiser if soap and water are not available before entering and after getting out of the vehicle.</p> <p>Workers must have an NRA letter of authorisation advising travel is essential.</p>	M	L	L	The control measures contained within this Risk Assessment are to be shared with all Supervisors, operatives and visitors
Changing Facilities, Showers & Drying Rooms	ALL	Contact others from shared facilities.	M	M	M	<p>Stagger start and finish times to reduce congestion and contact.</p> <p>Promote the washing and cleaning of hands with soap & water/sanitiser before exiting the welfare facility.</p> <p>Ensure good housekeeping and good order.</p>	M	L	L	

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						<p>Keep suitable stocks of cleaning products or tissues remember stocks are low in the current climate so orders may need to be placed in advance. Be mindful of others using the welfare facilities and promote the 2m distance rule. Ensure waste bins are available and are regularly emptied throughout the day.</p>				<p>The control measures contained within this Risk Assessment are to be shared with all Supervisors, operatives and visitors.</p>
<p>Site Access Points</p>	<p>ALL</p>	<p>Contact others from shared access points.</p>	<p>M</p>	<p>M</p>	<p>M</p>	<p>Staggered start and finish times to reduce congestion and contact at all times</p> <p>Plan site access and egress points to enable social distancing – you may need to change the number of access points, either increase to reduce congestion or decrease to enable monitoring, including in the case of emergencies</p> <p>Allow plenty of space between people waiting to enter site</p> <p>Use signage:</p> <ul style="list-style-type: none"> ○ such as floor markings, to ensure 2m distance is maintained between people when queuing ○ reminding workers not to attend if they have symptoms of Coronavirus (Covid-19) and to follow guidelines <p>Remove or disable entry systems that require skin contact (e.g. fingerprint scanners) unless they are cleaned between each individual use</p> <p>Require all workers to wash their hands for 20 seconds using soap and water when entering and leaving the site</p> <p>Regularly clean common contact surfaces in reception, office, access control and delivery areas e.g. scanners, turnstiles, screens, telephone handsets and desks, particularly during peak flow times</p> <p>Reduce the number of people in attendance at site inductions and consider holding them outdoors wherever possible</p> <p>Where loading and offloading arrangements on site will allow it, drivers should remain in their vehicles. Where drivers are required to exit their vehicle, they should wash or sanitise their hands before handling any materials.</p>	<p>M</p>	<p>L</p>	<p>L</p>	<p>The control measures contained within this Risk Assessment are to be shared with all Supervisors, operatives and visitors.</p>
<p>Hand Washing & Toilet Facilities</p>	<p>ALL</p>	<p>Contact with others whilst hand washing and using toilet facilities.</p>	<p>M</p>	<p>M</p>	<p>M</p>	<p>Allow regular breaks to wash hands</p> <p>Provide additional hand washing facilities (e.g. pop ups) to the usual welfare facilities, particularly on a large spread out site or where there are significant</p>	<p>M</p>	<p>L</p>	<p>L</p>	

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						<p>numbers of personnel on site, including plant operators.</p> <p>Ensure adequate supplies of soap and fresh water are readily available and kept topped up at all times</p> <p>Provide hand sanitiser (minimum 60% alcohol based) where hand washing facilities are unavailable.</p> <p>Regularly clean the hand washing facilities.</p>				<p>The control measures contained within this Risk Assessment are to be shared with all Supervisors, operatives and visitors.</p>
<p>Canteens & Catering Arrangements</p>	<p>ALL</p>	<p>Contact others whilst hand washing and using toilet facilities.</p>	<p>M</p>	<p>M</p>	<p>M</p>	<p>Where possible, workers should be encouraged to bring their own food. They should also be required to stay on site once they have entered it and avoid using local shops.</p> <p>Where there are no practical alternatives, workplace canteens may remain open to provide food to staff with appropriate adjustments for social distancing. Canteens should provide a takeaway service providing pre-prepared and wrapped food only.</p> <ul style="list-style-type: none"> Consider increasing the number or size of facilities available on site if possible The capacity of each canteen or rest area should be clearly identified at the entry to each facility, and where necessary attendants provided to supervise compliance with social distancing measures Break times should be staggered to reduce congestion and contact at all times Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced Frequently clean surfaces that are touched regularly, using standard cleaning products e.g. kettles, refrigerators, microwaves Hand cleaning facilities or hand sanitiser should be available at the entrance to any room where people eat and should be used by workers when entering and leaving the area A distance of 2m should be maintained between users, wherever possible All rubbish should be put straight in the bin and not left for someone else to clear up Tables should be cleaned between each use Crockery, eating utensils, cups etc. should not be used unless they are disposable or are washed and dried between use Payments should be taken by contactless card wherever possible Canteen staff should wash their hands often with soap and water for at least 20 seconds before and after handling food 	<p>M</p>	<p>L</p>	<p>L</p>	<p>The control measures contained within this Risk Assessment are to be shared with all Supervisors, operatives and visitors.</p>

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						<ul style="list-style-type: none"> Canteen staff and workers may use rest areas if they apply the same social distancing measures Consider arrangements for monitoring compliance. 				
Close Working	Operatives carrying out specific tasks	Contact with work colleagues and others.	H	H	H	<p>In line with Public Health England (PHE) guidelines, where it is not possible to follow the social distancing guidelines in full in relation to a particular activity, you should consider whether that activity needs to continue for the site to continue to operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission.</p> <p>Sites and work need to be planned and organised to avoid crowding and minimise the risk of spread of infection by following PHE and HSE guidance and the advice within these Site Operating Procedures. Sites should remind the workforce (e.g. at daily briefings) of the specific control measures necessary to protect them, their colleagues, families and the UK population.</p> <p>Hierarchy of Controls</p> <p>If you are not able to work whilst maintaining a two metre distance, you should consider whether the activity should continue and, if so, risk assess it using the hierarchy of controls below and against any sector-specific guidance.</p> <p>Eliminate</p> <p>Workers who are unwell with symptoms of Coronavirus (Covid-19) should not travel to or attend the workplace</p> <p>Rearrange tasks to enable them to be done by one person, or by maintaining social distancing measures (2 metres)</p> <p>Avoid skin to skin and face to face contact</p> <p>Stairs should be used in preference to lifts or hoists and consider one ways systems</p> <p>Consider alternative or additional mechanical aids to reduce worker interface</p> <p>Reduce</p> <p>Where the social distancing measures 2m cannot be applied:</p>	M	L	L	The control measures contained within this Risk Assessment are to be shared with all Supervisors, operatives and visitors.

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				<p>Minimise the frequency and time workers are within 2m of each other.</p> <p>Minimise the number of workers involved in these tasks.</p> <p>Workers should work side by side, or facing away from each other, rather than face to face.</p> <p>Lower the worker capacity of lifts and hoists to reduce congestion and contact at all times.</p> <p>Regularly clean common touchpoints, doors, buttons, handles, vehicle cabs, tools, equipment etc.</p> <p>Increase ventilation in enclosed spaces,</p> <p>Workers should wash their hands before and after using any equipment.</p> <p><u>Isolate</u></p> <p>Keep groups of workers that have to work within 2m, maximum of 3 operatives, ideally a 2-man gang.</p> <p>Together in teams e.g. (do not change workers within teams) As small as possible.</p> <p>Away from other workers where possible.</p> <p><u>Control</u></p> <p>Where face to face working is essential to carry out a task when working within 2m.</p> <p>Keep this to 15 minutes or less where possible.</p> <p>Consider introducing an enhanced authorisation process for these activities.</p> <p>Ensure supervision is in place to monitor and manage compliance.</p> <p><u>PPE</u></p> <p>Operatives should not use RPE for Coronavirus (Covid 19) where the 2m social distancing guidelines are met. Where it is not possible to maintain a 2m distance, each activity should be risk assessed using the hierarchy of controls and against any sector-specific guidance, mindful that masks (RPE) are the last resort in the hierarchy</p>			
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Hand Tools & Equipment	Operatives carrying out specific tasks	Contact with work colleagues and others.	M	M	M	Each operative must not share each other's hand tools etc and must ensure they are clean upon arriving on site and prior to leaving, however some equipment will need to be shared and therefore must be cleaned with anti-bacterial wipes on a regular basis.	L	L	L	
Name of Assessor		Position			Signed			Date		
Ian Waring		H&S Advisor						15/04/2020		
Reviewed by		Review comments						Review date		
		Updated in line with the Public Health England (PHE) guidelines and the latest Construction Leadership Council (CLC) Site Operating Procedures						15/04/2020		

RISK SEVERITY	LIKELIHOOD		
	LOW It has not happened for a long time, is known to be infrequent and is not likely to happen.	MEDIUM It may be less regular but is still recognised as being likely to happen.	HIGH It may happen regularly, or it could be a usual or common occurrence.
LOW There would be minor injuries to persons or some slight damage to property. Environmental impact resulting in minimal environmental damage in both the short- and long-term.	LOW	LOW	MEDIUM
MEDIUM It would probably cause serious injuries, or persons would be off work for over three days due to their injuries / substantial property damage. Environmental impact resulting in damage contained within site boundaries but requiring prompt remedial action, e.g. fuel spillages.	LOW	MEDIUM	HIGH
HIGH The result could be a fatal accident or multiple injuries / major property damage. Significant environmental impact resulting in off-site damage or long term environmental issue, e.g. pollution of watercourse, contamination of land etc.	MEDIUM	HIGH	HIGH

