

Company Name: Evander		Work Area: Colleagues working in the field - COVID-19			Activity/Machine/Area: Emergency/ Repair/Installations			RA No: COVID19			
<p>The return to normal working post Covid19 to allow our Colleagues to return to normal working subject to UK Government and HSE Guidance.</p> <p>This is in addition to the Government statement on, regular hand washing for 20 seconds, not touching your own face and social distancing of 2 metres.</p>											
Hazards & People Exposed		Risk			Residual Risk			Future Controls (things to be considered)		Transferred to Action Plan	
		S	L	T	Current Controls (measures already in place)			S	L	T	Yes/No
Colleagues & Customers		Severity	Likelihood	Total Risk				Severity	Likelihood	Total Risk	
General		S	L	T				S	L	T	
Staff not being listened to/need to escalate a concern		5	3	15	Access to HRSS & ERSS 1:1s with Line Managers Use of Safety Team Access to HSE - https://www.hse.gov.uk/contact/concerns.htm 0300 003 1647 No Colleagues are obliged to work in an unsafe work environment			5	1	5	No
Customer has suspected or confirmed COVID-19 or is self-isolating		5	5	25	Customer Experience Colleagues during FNOL follow triage re symptoms/ self-isolation / Vulnerability We will ask Customer to call back after isolation period if answer is positive If an emergency and Customer has symptoms or are self-isolating and a visit is essential to secure the property, we will adhere to our safe system of work supported by Enhanced Personal Protective Equipment.			5	1	5	No

Contact with Customers	5	5	25	<p>Colleagues to discuss with Customer at phone call stage re symptoms / self-isolation, any local parking restrictions maintaining a 2m distance</p> <p>Colleagues to discuss with Customer when arriving at property re symptoms / self-isolation (as a 3rd line of defence)</p> <p>Colleagues to remind Customer if not complying to 2m distancing</p> <p>Colleagues can leave property if they feel under threat at any time - reporting to their line manager ASAP</p> <p>When talking to a Customer, social distancing must be adhered to</p>	5	1	5	To continue till Government announce different	No
Travel routes around houses established by Engineer	5	5	25	<p>Colleagues establishes 2m social distancing (as required by the Government's guidelines) at all times whilst completing works</p> <p>Use of internal door barrier to help keep work area segregated</p>	5	1	5	To continue till Government announce different	No
Surface Contact	5	5	25	<p>Colleagues to wash hands for 20 seconds prior to approaching the Customer's property. Colleagues to wash their hands for 20 seconds <u>after</u> completing task and leaving property.</p> <p>Where Colleagues do not have the correct facilities or material on their van, they must use their hand sanitiser</p>	5	1	5	To continue till Government announce different	No
Contaminated Equipment	5	5	25	<p>All Equipment <u>must</u> be cleaned between jobs</p> <p>Work area <u>must</u> be cleaned before and after task completed</p>	5	1	5		No
Contact with Colleagues	5	5	25	<p>Where two person work is needed to mitigate other H&S risks (E.g. manual handling), social distancing will be implemented as per the multiple lift safe system of work.</p> <p>If travelling to a job together, the vehicle sharing safe system of work will be adhered to.</p>	5	1	5		No
Contact with any other 3rd party	5	5	25	<p>Maintain social distancing at all times, regardless of location - suppliers, in public, hotels etc.</p>	5	1	5		No

PPE usage Use of masks Use of Gloves	5	5	25	<p>Emergency work only (Known COVID19 Case or persons isolating / shielding) Enhanced PPE to be worn by Colleagues entering a suspected COVID-19 property Removal of PPE at such jobs must be completed outside the property and disposed of in clinical waste provided Engineer <u>must</u> be face fit tested for mask fit</p>	5	1	5	To continue till Government announce different	No
				<p>General work Colleagues will wear precautionary PPE Colleagues <u>must</u> wear the appropriate PPE required for the task as per their dynamic risk assessment as they would at any other time</p>					No
Waste disposal	5	5	25	<p>Waste can be disposed of as general waste where there are no symptoms identified Waste removed from the property at the end of each job/day (no waste left overnight)</p>	5	1	5		No
Equipment use	5	5	25	<p>Colleagues to sign the electronic device on behalf of Customers during the COVID-19 period No sharing of pens etc. Only use own equipment</p>	5	1	5	To continue till Government announce different	No
Vehicles	5	5	25	<p>Ensure vehicles kept in a clean and tidy state Use of wipes to clean down any surface that may be contaminated or have come into contact with equipment that could be contaminated Vehicles to be disinfected / mist treated on a regular cycle</p>	5	1	5		No
Break Times	5	5	25	<p>Breaks to be taken in van or outdoors, not in Customers homes Do not eat or drink in Customer's property</p>	5	1	5		No

Control Items

The following items support the existing control measures identified in the risk assessment.

Control Item:	Details of Controls:
Applicable Documents	Risk Assessment COVID19 Job Specific Risk Assessment Multiple Lift Safe System Of Work Vehicle Sharing Safe System of Work GGF Guidance documents HSE Guidance documents Safety Alert - Cleaning the work area PPE Safe System of Work COVID19 Checklist
Information and Instructions	Safe System of Works. Safety Alerts and Risk Assessments
Training Requirements/ Special Qualifications	Face Fit testing for Emergency work only (Known COVID19 Case or persons isolating / shielding)
Supervision	Line Management
Access and Egress	2m distancing rule
Environment	
Equipment	Correct cleaning process
Emergencies	Enhanced PPE
Communication	Updates from Leadership Team
Other	

Risk Assessment Scoring Matrix		People	Injury not requiring first aid treatment (no lost time)	Injury requiring first aid treatment (no lost time)	Injury resulting in lost time or other notifiable occurrence	RIDDOR specified/ major injury	Fatality or permanent disability
		Assets	Vandalism, damage or loss of up to 5% of total assets	Vandalism, damage or loss of up to 15% of total assets	Major damage or loss of up to 30% of total assets	Extensive damage or loss of up to 50% of total assets	Total destruction
		Reputation	No impact, internal mention only, no brand damage	Slight impact, confined to local area, no brand damage	Moderate impact, short term national concern, brand exposed	Major impact, persistent national concern, some brand damage	Major impact, operation and brand severely affected
		Environment	No direct environmental impact	Minimal impact resulting in internal investigation and report	Impact of importance resulting in internal investigation and report	Impact of importance involving external organisations, EPA, SEPA	Major impact, loss of wildlife, severe pollution, significant prosecution
		Severity Rating	1	2	3	4	5
Frequency	Likelihood Rating						
Rare , only occurring in exceptional circumstances - (Once every 5 years +)	1						
Unlikely , could occur at some point (Once a year)	2						
Possible, might occur at some point (Quarterly)	3						
Likely, will occur in most circumstances (Once a week)	4						
Almost certain, is expected to occur in all circumstances (Once a day)	5						

LOW RISK	Managed by documented routine standards, processes and procedures. Health & Safety Officers, with the assistance of a Field Operations Line Manager, to monitor periodically to ensure the situation does not change, which may affect the low risk rating and prompt a review of the risk assessment
MEDIUM RISK	Control strategies are implemented by Health & Safety Officers and monitored by Field Operations Line Managers, with progress reports being sent to Heads of Departments. Health & Safety Officers to monitor periodically to review if further controls can be implemented to reduce the risk to 'Low Risk' or until the risk is reduced to as low as reasonably practicable
HIGH RISK	Immediate action required with consideration given to ceasing the activity until the risk can be reduced. Health & Safety Officers to produce detailed mitigation plans, authorised and monitored by the Head of Health & Safety and the Heads of Service Excellence, until the risk is reduced to 'Medium Risk' or as low as reasonably practicable.

Personal Protective Equipment

								
<p>✓ Precautionary & Enhanced PPE</p>	<p>✓ Ear Protection as and when required</p>	<p>✓ Precautionary & Enhanced PPE</p>	<p>✓ Clean hand protocol</p>	<p>✓ Safety Footwear at all Times</p>	<p>✓ Bump Cap at all times / Hard Hat as and when required</p>	<p>✓ Fall Arrest as and when required</p>	<p>✓ Enhanced PPE</p>	<p>✓ Hi Vis at all times</p>

Dynamic Risk Assessment

A dynamic risk assessment **must** be completed for events outside of this risk assessment, ensure that everyone has read and understands any hazards along with the implemented control measures identified.