

COVID-19 Risk Assessment



Professional Independent Drainage Solutions

Location: Vehicles & Sites

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Activity: Employment Activities

Date: 13/05/2020

Revisions: 23/07/2020 - Updated Test and Trace
 06/08/2020 - Updated Vehicle Share
 06/08/2020 - Updated Self-Isolation
 06/08/2020 - Updated for face coverings

Usually in a risk assessment, we would evaluate the likelihood and severity associated with each hazard and arrive at a risk rating. In the case of the novel coronavirus Covid-19, we are unable to make an accurate judgement of severity as this is so variable between individuals, therefore our risk rating is based on likelihood only.

Hazards	Who is affected?	Risk rating	Control Measures	Residual Risk
Contracting COVID-19	Workforce	High	Ensure all contact details are up to date. Persons who are unwell with symptoms of COVID-19 should not travel to or attend the workplace under any circumstances. They should follow the stay at home guidance issued by Public Health England.	Low
Symptoms of COVID-19 onset while on site	Workforce	High	Subject to updates. If any person displays or reports symptoms of Covid-19 they must inform (by phone, not in person) their operations manager immediately and leave the site by the closest possible exit, return home quickly and directly and follow the stay at home guidance for households issued by Public Health England and order a test to find out if you have coronavirus. If the person is unable to leave safely on their own, we will ask them to remain in place, alert site management, and call NHS 111 for advice. In the event of a medical emergency we will call 999	Low

<p>COVID-19 onset while on site (Cont.)</p>	<p>Workforce</p>	<p>High</p>	<p>If you test positive for coronavirus, you must share information promptly about your recent contacts through the NHS test and trace service to help them alert other people who may need to self-isolate</p> <p>If you are contacted by NHS Test and Trace because you have had recent close contact with someone who has reported symptoms of coronavirus you must follow the guidance given to you. If you are instructed to order a test and self-isolate you must inform you operations manager by phone</p> <p>If anyone in your household displays COVID symptoms you must self-isolate for 10 days and inform your operations manager by phone</p>	<p>Low</p>
<p>Social distancing in vehicles</p>	<p>Engineers</p>	<p>High</p>	<p>Because it's not possible to keep 2m distance in a vehicle you must take the following mitigating actions.</p> <p>Wash or sanitise hands immediately before entering the vehicle.</p> <p>Display clear signage that your vehicle is COVID Sit side by side not face to face.</p> <p>Do not unduly raise your voices to each other. You should refrain from playing music or broadcasts that may encourage shouting, including playing at a volume that makes normal conversation difficult. This is because of the potential for increased risk of transmission, particularly from aerosol transmission</p> <p>Use fixed pairs of personnel where possible.</p> <p>Make sure vehicles are well ventilated by opening windows.</p> <p>Single worker loading and unloading of the vehicle if possible.</p> <p>Remove waste and belongings every day.</p> <p>Frequently clean areas that are often touched e.g. dashboard, handles,</p>	<p>Low</p>

Social distancing in vehicles (Cont.)	Engineers	High	<p>steering wheel, gear stick, keys etc.</p> <p>Use transfer zones when passing things like equipment or parts.</p> <p>Ensure there are sufficient supplies of hand sanitiser.</p> <p>There is growing evidence that wearing a face covering in an enclosed space helps protect individuals and those around them from COVID-19</p> <p>The passenger will wear the disposable face covering and face screen supplied by Invincible to separate from the driver</p> <p>Driver will wear the disposable face covering supplied by Invincible</p> <p>Do not use reusable face coverings</p> <p>Face covering must cover mouth and nose.</p> <p>Wash hands with soap and water for 20 seconds, or use sanitiser before putting on and taking off face coverings.</p> <p>When wearing face coverings avoid touching face or covering</p> <p>Dispose of your face covering at the end of your journey or if damp or damaged</p> <p>Put used cloths and wipes and used face coverings in the 'black bag' waste bin.</p> <p>You do not need to put them in an extra bag or store them for a time before throwing them away.</p> <p>Wash or sanitise hands regularly.</p>	Low
Working on all sites inside or outside	Engineers , GA's and Surveyors	High	<p>Discuss and/or review any site operating procedures in relation to COVID-19 with site contact.</p> <p>Carry out 'point of work risk assessment' (POWRA) taking COVID-19 and any related site rules/procedures into account.</p> <p>Use sanitation provided (washing or alcohol gel) at entrance</p> <p>Read carefully and observe signage, warnings and rules</p>	Low

<p>Working on all sites inside or outside (Cont.)</p>	<p>Engineers , GA's and Surveyors</p>	<p>High</p>	<p>Keep social distancing space of 2m. Observe floor markings Avoid touching surfaces such as [push plates, metal gates, door handles, desks] Avoid using shared pens when signing in Touch based entry systems should be disabled [delete if not present] Inductions should be held outside or in a large area that allows social distancing. If this is not possible, ask [name of Principal Contractor] to provide the induction information in a different form</p> <p>COVID-19 risk is managed through social distancing not PPE. PPE provides only limited additional protection.</p> <p>Where it's not possible to keep 2m distance a you must take the following mitigating actions.</p> <p>Regular PPE already identified for tasks should still be worn as specified in the IVDC safe systems of work.</p> <p>Disposable overalls should be used instead of cotton overalls Jetting PPE will stay as described in the High Pressure Water Jetting code of practice.</p> <p>There is growing evidence that wearing a face covering in an enclosed space helps protect individuals and those around them from COVID-19 Wear the disposable face covering supplied by Invincible. Do not use reusable face coverings Face covering must cover mouth and nose. Wash hands with soap and water for 20 seconds, or use sanitiser before putting on and taking off face coverings. When wearing face coverings avoid touching face or covering. Dispose of your face covering at the end of your task or if damp or damaged.</p>	<p>Low</p>
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<p>Working on all sites inside or outside (Cont.)</p>	<p>Engineers , GA's and Surveyors</p>	<p>High</p>	<p>Put used cloths and wipes and used face coverings in the 'black bag' waste bin. You do not need to put them in an extra bag or store them for a time before throwing them away You do not need to put them in an extra bag or store them for a time before throwing them away. Increase frequency of hand washing and surface cleaning. Keep activity time to a minimum. Place tools /materials in a transfer zone and retire to 2m when directly passing things to each other. Use your own hand tools and manhole keys. Use screens / barriers. Use back to back or side by side working whenever possible. Reduce number of people each person has contact with by using "fixed partnering" where possible Consider whether people involved are especially vulnerable to COVID-19</p> <p>Do not ask clients to sign the job card on your phone, print name and position. Where possible and safe have single workers load or unload vehicles. Stairs should be used in preference to lifts Consider talking to clients in open areas where possible.</p>	<p>Low</p>
<p>Working in homes</p>	<p>Engineers , GA's and Surveyors</p>	<p>High</p>	<p>No work should be carried out in a household which is isolating because one or more family members has symptoms or where an individual has been advised to shield - unless it is to remedy a direct risk to the safety of the household.</p> <p>Communicate with households prior to any visit to discuss how the work will be carried out to minimise risk for all parties.</p> <p>Maintain social distance as far as possible, ask the occupant of the house to wait in another room.</p> <p>Where it's not possible to keep 2m distance a you must take the following</p>	<p>Low</p>

<p>Working in homes (Cont.)</p>	<p>Engineers , GA's and Surveyors</p>	<p>High</p>	<p>mitigating actions.</p> <p>Regular PPE already identified for tasks should still be worn as specified in the IVDC safe systems of work.</p> <p>Disposable overalls should be used instead of cotton overalls Jetting PPE will stay as described in the High Pressure Water Jetting code of practice.</p> <p>There is growing evidence that wearing a face covering in an enclosed space helps protect individuals and those around them from COVID-</p> <p>Wear the disposable face covering supplied by Invincible Do not use reusable face coverings Face covering must cover mouth and nose. Wash hands with soap and water for 20 seconds, or use sanitiser before putting on and taking off face coverings. When wearing face coverings avoid touching face or covering</p> <p>Dispose of your face covering at the end of your task or if damp or damaged.</p> <p>Put used cloths and wipes and used face coverings in the 'black bag' waste bin. You do not need to put them in an extra bag or store them for a time before throwing them away</p> <p>Ask that households leave all internal doors open to minimise contact with door handles. Clean regularly touched objects and surfaces using your regular cleaning products to reduce the risk of passing the infection on to other people. Wash your hands more often than usual for 20 seconds using soap and hot water, particularly after coughing, sneezing and blowing your nose. Reduce the spread of germs when you cough or sneeze by covering your</p>	<p>Low</p>
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			<p>mouth and nose with a tissue, or your sleeve (not your hands) if you don't have a tissue and throw the tissue in a bin immediately, then wash your hand.</p> <p>Try to minimise travel through the house with tools etc.</p> <p>Do not ask clients to sign the job card on your phone, print name and position.</p>	
Working in the homes of vulnerable people	Engineers , GA's and Surveyors	High	<p>No work should be carried out in a household which is isolating because one or more family members has symptoms or where an individual has been advised to shield - unless it is to remedy a direct risk to the safety of the household.</p> <p>The engineer only to enter the house.</p> <p>Communicate with households prior to any visit to discuss how the work will be carried out to minimise risk for all parties.</p>	Low
Working in the homes of vulnerable people (Cont.)	Engineers , GA's and Surveyors	High	<p>Ask that households leave all internal doors open to minimise contact with door handles.</p> <p>Take extra care to maintaining social distance as far as possible, ask the occupant of the house to wait in another room.</p> <p>Where it's not possible to keep 2m distance a you must take the following mitigating actions.</p> <p>Regular PPE already identified for tasks should still be worn as specified in the IVDC safe systems of work.</p> <p>Disposable overalls should be used instead of cotton overalls Jetting PPE will stay as described in the High Pressure Water Jetting code of practice.</p> <p>There is growing evidence that wearing a face covering in an enclosed space helps protect individuals and those around them from COVID-</p> <p>Wear the disposable face covering supplied by Invincible. Do not use reusable face coverings</p>	Low

Working in the homes of vulnerable people (Cont.)	Engineers , GA's and Surveyors	High	<p>Face covering must cover mouth and nose. Wash hands with soap and water for 20 seconds, or use sanitiser before putting on and taking off face coverings. When wearing face coverings avoid touching face or covering</p> <p>Dispose of your face covering at the end of your task or if damp or damaged.</p> <p>Put used cloths and wipes and used face coverings in the 'black bag' waste bin. You do not need to put them in an extra bag or store them for a time before throwing them away</p> <p>Clean regularly touched objects and surfaces using your regular cleaning products to reduce the risk of passing the infection on to other people. Wash your hands more often than usual for 20 seconds using soap and hot water, particularly after coughing, sneezing and blowing your nose. Reduce the spread of germs when you cough or sneeze by covering your mouth and nose with a tissue, or your sleeve (not your hands) if you don't have a tissue and throw the tissue in a bin immediately, then wash your hands. Try to minimise travel through the house with tools etc. Do not ask clients to sign the job card on your phone, print name and position.</p>	Low
Working from the Office	Workforce	High	<p>All offices are closed. All office based staff have been set up to work from home.</p>	Low
Staying away from home	Employees staying away from home	High	<p>Where employees are required to stay away from their home. Invisible management will keep details of the stay. The overnight accommodation must be COVID secure and meet the social distancing guidelines.</p>	Low

