

		Likelihood				
		Very Unlikely	Unlikely	Possible	Likely	Very Likely
		1	2	3	4	5
Negligible	1	1	2	3	4	5
Minor	2	2	4	6	8	10
Moderate	3	3	6	9	12	15
Major	4	4	8	12	16	20
Severity	Extreme	5	10	15	20	25

Risk matrix used in risk assessment below  
RR = residual risk

## Coronavirus (COVID-19) Risk Assessment

Whilst on-site and in Merryhill yard

Assessment date: 5<sup>th</sup> July 2020

Review date: 5<sup>th</sup> August 2020 / or before if guidance changes

Version: 3.0

Hazard	Risk	Control measures	RR	Persons at risk
<p>Exposure from others due to:</p> <p>1) Living with someone with a confirmed case of COVID-19.</p> <p>2) Have come into close contact (within 2 metres for 15 minutes or more) with a confirmed case of COVID-19.</p> <p>3) Being advised by a public health agency that contact with a diagnosed case has occurred.</p>	<p>4</p> <p>x</p> <p>3</p> <p>=</p> <p><b>12</b></p>	<ul style="list-style-type: none"> <li>To follow government action of self-isolation</li> <li>Any existing individual risk assessments (disability, young persons or new / expectant mothers) to be reviewed</li> <li>Maintain contact with line management and Human Resources (HR) and to follow company policy / guidance.</li> <li>Travel is only required for essential travel; reduce the amount of time using public transport and to implement social distancing where possible.</li> <li>To continue following ongoing government guidance</li> <li>Stay at home and only attend hospital in an emergency. Do not attend GP surgery and phone NHS line (111) if further advice is required</li> <li>Company to ensure extremely vulnerable persons (Solid organ transplant recipients; people with specific cancers: people with cancer who are undergoing active chemotherapy or radical radiotherapy for lung cancer; people with cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment; people having immunotherapy or other</li> </ul>	<p>4</p> <p>x</p> <p>1</p> <p>=</p> <p><b>4</b></p>	Individual workers

		<p>continuing antibody treatments for cancer; people having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors; people who have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppressive drugs; People with severe respiratory conditions including all cystic fibrosis, severe asthma and severe COPD; People with rare diseases and inborn errors of metabolism that significantly increase the risk of infections (such as SCID, homozygous sickle cell); People on immunosuppression therapies sufficient to significantly increase risk of infection; Women who are pregnant with significant heart disease, congenital or acquired.) are shielding themselves and following their specific medical advice issued to them no later than 29/3/2020</p> <ul style="list-style-type: none"> <li>• Follow good NHS hygiene measures at all times</li> <li>• Avoid all visitors to your home unless they are providing a medical requirement</li> <li>• Do not approach delivery staff, allow packages to be left on the doorstep</li> <li>• Do not take any antibiotics as they do not work against viruses.</li> </ul>		
Managing contacts / visitors	$4 \times 4 = 16$	<p>Limiting visitors wherever possible</p> <ol style="list-style-type: none"> <li>1) Maintaining records of visitors (own records to be kept in addition to PC)</li> <li>2) Any visitors to use hand sanitizer or wash hands before they enter the site.</li> <li>3) All records of visitors to be kept for possible use of NHS Track &amp; Trace</li> </ol>	$4 \times 1 = 4$	Individual workers / site visitors
Suspected case whilst working on site	$4 \times 4 = 16$	<p>If a worker develops a high temperature or a persistent cough or loses their sense of taste/smell while at work, they should:</p> <ol style="list-style-type: none"> <li>1) Return home immediately</li> <li>2) Avoid touching anything</li> <li>3) Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.</li> <li>4) They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed.</li> </ol> <p>Workers who develop any of the above symptoms whilst at work will be taken home in a Merryhill vehicle. The person with symptoms should wear a face covering or RPE for the duration of the journey. Windows in the vehicle are to be kept open for the duration of the journey to protect the driver. The vehicle should then be thoroughly cleaned, paying particular attention to touch points such as handles, seatbelts etc.</p>	$4 \times 1 = 4$	Individual workers
General travel	4	<ul style="list-style-type: none"> <li>• Do not travel unless you cannot work from</li> </ul>	4	Individual workers

	<p>x 4 = <b>16</b></p>	<p>home</p> <ul style="list-style-type: none"> <li>• Please continue to follow any further national government advice provided</li> <li>• Where an occupational health (OH) service provider has been appointed, please seek additional advice or concerns through this service</li> <li>• All persons to limit their use of public transport. Where travel is essential, please use private single occupancy where possible</li> <li>• If single occupancy cannot be accommodated (in vans), then occupants may choose to wear their half mask or a cloth face covering.</li> <li>• Other means of transport should be considered to avoid using public transport such as walking / cycling</li> <li>• Public transport to be avoided at peak times (5:45-7:30 and 16:00-17:30)</li> <li>• Bubbles to be used to ensure same people use the same vehicles</li> <li>• Vehicles to be cleaned / wiped down at touch points if vehicles need to be swapped.</li> </ul>	<p>x 1 = <b>4</b></p>	
Access / egress to site	<p>4 x 4 = <b>16</b></p>	<p>Where possible, please consider and implement the following practices:</p> <ol style="list-style-type: none"> <li>1) Stop all non-essential visitors</li> <li>2) Monitor site access 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</li> <li>3) Remove or disable entry systems that require skin contact e.g. fingerprint scanners</li> <li>4) Require all workers to wash or clean their hands before entering or leaving the site</li> <li>5) Allow plenty of space (two metres) between people waiting to enter site</li> <li>6) Regularly clean common contact surfaces in reception, office, access control and delivery areas e.g. scanners, turnstiles, screens, telephone handsets, desks, particularly during peak flow times</li> <li>7) Reduce the number of people in attendance at site inductions and consider holding them outdoors wherever possible</li> <li>8) Drivers should remain in their vehicles if the load will allow it and must wash or clean their hands before unloading goods and materials.</li> </ol>	<p>4 x 1 = <b>4</b></p>	Individual workers
Inclement weather – cold temperature allows disease to survive	<p>2 x 2 = <b>4</b></p>	<ul style="list-style-type: none"> <li>• All persons to dress appropriately for the weather</li> <li>• Welfare facilities provided to shelter from the elements</li> <li>• Maintain good hygiene measures at all times</li> <li>• Appropriate respiratory protective equipment (RPE) masks to be considered as last resort</li> </ul>	<p>2 x 1 = <b>2</b></p>	Individual workers

<p>Poor hygiene</p>	<p>4 x 4 = <b>16</b></p>	<ul style="list-style-type: none"> <li>• Wash your hands thoroughly and regularly. Use soap and water for at least 20 seconds. Use alcohol-based hand sanitiser if soap and water is not available and hand washing technique to be adopted as directed by NHS</li> <li>• Avoid touching your face/eyes/nose/mouth with unwashed hands and cover your cough or sneeze with a tissue then throw it in the bin.</li> <li>• Provide additional hand washing facilities to the usual welfare facilities if a large spread out site or significant numbers of personnel on site</li> <li>• Regularly clean the hand washing facilities and check soap and sanitiser levels</li> <li>• Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.</li> <li>• Sites will need extra supplies of soap, hand sanitiser and paper towels and these should be securely stored.</li> <li>• Restrict the number of people using toilet facilities at any one time e.g. use a welfare attendant Wash hands before and after using the facilities Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush If portable toilets are used then these should be cleaned and emptied more frequently.</li> </ul>	<p>4 x 1 = <b>4</b></p>	<p>Individual workers</p>
<p>Use of Changing facilities, showers and DCUs</p>	<p>4 x 4 = <b>16</b></p>	<ol style="list-style-type: none"> <li>1) Introduce staggered start and finish times to reduce congestion and contact at all times</li> <li>2) Introduce enhanced cleaning of all facilities throughout the day and at the end of each day</li> <li>3) Consider increasing the number or size of facilities available on site if possible</li> <li>4) Based on the size of each facility, determine how many people can use it at any one time to maintain a distance of two metres</li> <li>5) Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal.</li> </ol>	<p>4 x 1 = <b>4</b></p>	<p>Individual workers</p>
<p>Working in local vicinity to construction workforce (maintaining 2m distancing)</p>	<p>4 x 4 = <b>16</b></p>	<ol style="list-style-type: none"> <li>1) Starting and finishing times are to be staggered and reviewed to ensure no build up of staff / teams in areas</li> <li>2) Workers who are unwell with symptoms of Coronavirus (Covid-19) should not attend the workplace</li> <li>3) Tasks are to be rearranged to enable them to be done by one person or as small number of persons without compromising safety measures.</li> <li>4) Maintain social distancing measure of 2 metres from each other as much as</li> </ol>	<p>4 x 1 = <b>4</b></p>	<p>Individual workers, contractors, client</p>

		<p>possible with supervision in place to monitor compliance. Where 2m distance is not viable, risk mitigations to be used such as increased hand washing, keeping activity times as short as possible, wearing of face coverings outside of enclosures and RPE within working area.</p> <ol style="list-style-type: none"> <li>5) Avoid skin to skin and face to face contact</li> <li>6) Stairs should be used in preference to lifts or hoists and consider one way systems around construction sites</li> <li>7) Consider alternative or additional mechanical aids to reduce worker interface</li> <li>8) Any additional COVID 19 measures specified by your Principal Contractor's site rules must be followed. Details of this shall be shared at site induction</li> <li>9) Above hygiene measures and additional cleaning schedules to remain (regularly washing hands for at least 20 seconds with soap and warm water)</li> <li>10) Any health concern to be raised immediately to line management / principal Contractor</li> </ol>		
Manual handling - dual lifting	$\begin{array}{r} 4 \\ \times \\ 4 \\ = \\ \mathbf{16} \end{array}$	<ol style="list-style-type: none"> <li>1) Always consider if the task can be performed with one person using mechanical aid</li> <li>2) Ensure the individual(s) are fit for work prior to commencing task</li> <li>3) Break down the load where possible so that one person can comfortably carry</li> <li>4) Assess your route so you can maintain 2m social distance whilst moving the load</li> <li>5) Where dual lifts cannot be avoided, lift facing away from each other or side by side rather than face to face where possible</li> <li>6) Where teams are used, try to keep to fixed teams / partnering to prevent cross over of workers</li> <li>7) Where PPE is to be used, this is on an individual issue and items should not be shared</li> </ol>	$\begin{array}{r} 4 \\ \times \\ 1 \\ = \\ \mathbf{4} \end{array}$	Workers
First aid - including mental health	$\begin{array}{r} 4 \\ \times \\ 4 \\ = \\ \mathbf{16} \end{array}$	<ol style="list-style-type: none"> <li>1) First aid contents to be monitored to ensure adequate supplies remain</li> <li>2) First aid and cover arrangements to be reviewed</li> <li>3) First aider certificates to be checked for validity and understand amended practices in regards to attending a casualty during COVID (such as revised CPR methodology)</li> <li>4) Emergency plans on site and communicated so all staff understand what action to take in the event of a suspected or confirmed case of COVID 19</li> <li>5) Mental health first aiders to be considered</li> <li>6) Communicate any occupational health service available to the workforce including</li> </ol>	$\begin{array}{r} 4 \\ \times \\ 1 \\ = \\ \mathbf{4} \end{array}$	Individual workers

		<p>any available employee assistance programme (EAP) or public support</p> <p>7) Line management to regularly communicate to their team(s)</p> <p>8) Effective reporting system established on site in order to rectify any raised issues or incidents in a timely manner</p>		
Working within 2 metres of working team	$4 \times 4 = 16$	<ol style="list-style-type: none"> <li>1) Always consider if the task can be performed differently without having to breach the 2m social distancing rule</li> <li>2) Workers are to limit face to face working and work facing away from each other when possible</li> <li>3) Limit the frequency of working within 2m to an absolute minimum and ensure it is for strictly low intensity, sporadic work where exposure to this distance is less than 15 mins</li> <li>4) Consider introducing an enhanced authorisation process (permit to work) for activities where less than 2m distance may be required</li> <li>5) Provide additional supervision to monitor distancing and teams not to be rotated</li> <li>6) Continue to conduct dynamic risk assessments whilst completing the work and speak up if there is a safer way of completing the task</li> <li>7) All equipment to be thoroughly cleaned prior and after using it.</li> <li>8) Increased ventilation will be provided within enclosed spaces</li> <li>9) Sites can consider face covering however, it is advised to speak to your H&amp;S competent person on these matters and supplies should be reserved for medical staff as it has been documented that the protective effect is minimal and supplies have been difficult to procure</li> <li>10) Where respiratory protective equipment (RPE) needs to be worn, face fit testing (FFT) must be in place. This equipment is reserved to protect workers from other hazardous substances rather than COVID19 as there is limited evidence that the equipment will offer a high level of protection</li> <li>11) Consideration given to disposable gloves and eyewear to prevent and reduce potential contamination</li> <li>12) Reusable PPE should be thoroughly cleaned after use and not shared between workers. These should be stored in suitable places</li> <li>13) Single use PPE should be disposed of so that it cannot be reused and to control potential contamination is controlled (waste removed by a responsible, approved contractor).</li> </ol>	$4 \times 2 = 8$	Individual workers

		<p>14) Workers deemed clinically vulnerable should never work within 2m of persons and preference should be given to whether any change in task can allow an individual to work from home where possible</p> <p>1)</p>		
Working in the Merryhill yard	$\begin{array}{r} 4 \\ \times \\ 4 \\ = \\ \mathbf{16} \end{array}$	<ul style="list-style-type: none"> <li>• 2m markings have been placed on the floor at the entrance to the warehouse and in front of the skips.</li> <li>• RPE to be worn when loading waste into the skips.</li> <li>• Bags to be placed behind the 2m line and for a single person to load into the skip</li> <li>• Heavy loads to be carried out by 2 people, whilst wearing appropriate PPE and RPE</li> <li>• Vehicles should be parked far enough away from the skips / warehouse to ensure social distancing can still occur for loading / unloading</li> <li>• Only 1 person to enter the warehouse at any given time, the exception is for loading / unloading heavy items when 2 people can carry out the task, but only wearing RPE if social distancing cannot be achieved.</li> <li>• Those outside the warehouse to remain behind the 2m line</li> </ul>	$\begin{array}{r} 4 \\ \times \\ 1 \\ = \\ \mathbf{4} \end{array}$	Individual workers
Working in other peoples' homes  Moving around when working in a home	$\begin{array}{r} 4 \\ \times \\ 4 \\ = \\ \mathbf{16} \end{array}$	<ul style="list-style-type: none"> <li>• Discussing with households ahead of a visit to ask that a 2m distance is kept from those working, if possible.</li> <li>• Asking that households leave all internal doors open to minimise contact with door handles.</li> <li>• Identifying busy areas across the household where people travel to, from or through, for example, stairs and corridors, and minimising movement within these areas.</li> <li>• Bringing your own food and drink to households and having breaks outside where possible.</li> <li>• Limiting the number of workers within a confined space to maintain social distancing.</li> <li>• Using a fixed pairing system if people have to work in close proximity. For example, during two-person assembly or maintenance.</li> <li>• Allocating the same workers to a household where jobs are repetitive. Employers and agencies should introduce fixed pairing to have the same individuals allocated to a household where jobs are repetitive in nature.</li> </ul>	$\begin{array}{r} 4 \\ \times \\ 1 \\ = \\ \mathbf{4} \end{array}$	Individual workers, clients / members of the public
Working in other peoples' homes	$\begin{array}{r} 4 \\ \times \\ 4 \end{array}$	<ul style="list-style-type: none"> <li>• Only absolutely necessary participants should attend appointments and should maintain 2m separation where possible.</li> </ul>	$\begin{array}{r} 4 \\ \times \\ 1 \end{array}$	Individual workers, clients / members of the public

Appointments in the home	= <b>16</b>	<ul style="list-style-type: none"> <li>Avoiding transmission during appointments, for example, from sharing pens and other objects.</li> <li>Holding meetings outdoors or in well-ventilated rooms whenever possible.</li> </ul>	= <b>4</b>	
Working in other peoples' homes  Interacting with householders	4 x 4 = <b>16</b>	<ul style="list-style-type: none"> <li>Communicating with households prior to arrival, and on arrival, to ensure the household understands the social distancing and hygiene measures that should be followed once work has commenced.</li> </ul>	4 x 1 = <b>4</b>	Individual workers, clients / members of the public
Working in other peoples' homes  Keeping the work area clean	4 x 4 = <b>16</b>	<ul style="list-style-type: none"> <li>Frequent cleaning of objects and surfaces that are touched regularly, using your usual cleaning products.</li> <li>Arranging methods of safely disposing waste with the householder.</li> <li>Removing all waste and belongings from the work area at the end of a shift and at the end of a job.</li> <li>Washing your hands more often than usual for 20 seconds using soap and hot water, particularly after coughing, sneezing and blowing your nose</li> <li>Reducing the spread of germs when you cough or sneeze by covering your mouth and nose with a tissue or your sleeve, not your hands. Throw the tissue in a bin immediately, then wash your hands.</li> <li>Cleaning regularly touched objects and surfaces using your regular cleaning products to reduce the risk of passing the infection on to other people.</li> <li>If handwashing facilities are not accessible, you should carry hand sanitiser.</li> </ul>	4 x 1 = <b>4</b>	Individual workers, clients / members of the public