



COVID – 19	
4-HSE-WOR-087	01

Risk Assessment Reference: COVID-19
Risk Assessment Team Members: BS & RL
Project Name and Scope: COVID-19
Location: As Stated Below
Equipment: N/A
Date: 19/03/20 (Updated 14-05-2020)

Consequence	Probability					P	C
	5	4	3	2	1		
A	High	High	High	Medium	Low	5 Inevitable	A Potentially fatal
B	High	High	Medium	Medium	Low	4 Highly likely	B Very Serious off work > 3 days
C	High	Medium	Medium	Low	Low	3 Likely to occur	C Serious > off work 1 or 2 days
D	Medium	Medium	Low	Low	Low	2 Unlikely	D Slight Injury – First Aid
E	Low	Low	Low	Low	Low	1 Extremely Unlikely	E No Injury/damage



NO	Activity Description	Hazards Identified	Hazards Effect (Who, How)	Pre-Level Risk Level			Control Measures	Residual Risk (Controls in place)			Action By	Action Date
				Prob	Con	Initial Risk (H,M,L)		Prob	Con	Res Risk (H,M,L)		
1.0	Working at Tern Place House - On Lockdown until further notice	Working at Close Proximity (180 staff)	Catching the Virus & Passing it on	4	A	[Red]	1. All Staff assessed against Acteon guidelines (A,B,C) 2. All at Risk Staff sent home to work with immediate effect and/or placed on stand-by. 3. All TPH staff bar 5 are working from home. 4. Staff have to phone ahead before being allowed in the building. 5. Daily updates & Communication to all Staff	2	B	[Yellow]		
		Multiple Visitors	Catching the Virus & Passing it on	4	A		1. No Visitors Policy in place 2. 3 rd party guidance document created and health declaration now in effect.	2	B			
		Delivery Vans & Post	Catching the Virus & Passing it on	4	A		1. Not allowed past Reception	2	B			
2.0	Yard & Base Working	Working at Close Proximity	Catching the Virus & Passing it on	4	A	[Red]	1. Social separation in place 2. Limiting Access to Bases 3. Minimum Staff movement between Locations 4. High Risk Staff put on Standby and Mob/Demob Tasks (Rotate as Required) 5. Snoods (Virustatic shield) issued. 6. Survey base have single allocated cabins to ensure isolated working. 7. Signage to remind all staff and visitors now in place.	2	B	[Yellow]		






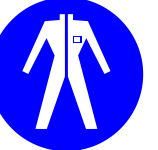



		Truck & Delivery Drivers	Catching the Virus & Passing it on	4	A		<ol style="list-style-type: none"> 1. Wash hands before using the facility. 2. Restrict to Toilets only 3. No entry to offices or Rest Room 4. Snoods (Virustatic shield) issued. 	2	B			
		Enclosed space such as Rest Rooms	Catching the Virus & Passing it on	4	A		<ol style="list-style-type: none"> 1. Restrict numbers in the rest room to ensure 1m gap (minimum). 2. Wash Hands on entry & exit. 3. Hand Gel available 	2	B			
3.0	Working in Reception - Security	Delivery Vans & Post	Catching the Virus & Passing it on	4	A		<ol style="list-style-type: none"> 1. All deliveries dropped just inside the door (small table). 2. Maintenance stopped and controlled (essential only). 3. All personal delivery such as amazon have ceased to office and delivered to employees address instead. 4. Screens are being sourced. 	2	B			
		Staff covering breaks	Catching the Virus & Passing it on	4	A		<ol style="list-style-type: none"> 1. Restricted to two members of staff. 2. Wipe down area on every change. 	2	B			
4.0	Working at Home	No DSE aspects	Strains & Stress	4	B		<ol style="list-style-type: none"> 1. DSE guide sent to all staff working from home. 2. SMT accept extended timings and extractions. 3. Staff to follow guidelines 	2	C			
		Virus Carried by Family Members	Catching the Virus & Passing it on	4	A		Nothing InterMoor can do to Mitigate this when following Government Advice.	4	A			

5.0	Facility Management	Building maintenance slipping from facility not being used.	Facility not being ready when personnel return	3	C		Night security guards are doing routine check such as flushing toilets, using the lift, starting the pool car and letting it run.	1	E			
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General – Advice is changing daily; circumstances may change faster than we can keep up with such things as Risk Assessments and specific health and control advice.

A contingency plan is in draft format for the phased return to office work at TPH, this will be issued when required.

Head	n/a	Eye	Opt	Ear	n/a	Mouth	Opt	Hand	Opt	Body	n/a	Foot	Opt
													
EN 397		EN 166		EN 652		EN 149:2001		EN 388		EN 351		EN 345 S3	