

HEALTH AND SAFETY RISK ASSESSMENT DURING CORONAVIRUS RESTRICTIONS				This risk assessment has been explained to the people below		Initials								
Site : <b>Solite Europe</b>				Assessment No : _____										
Area/Activities: <b>Factory and Offices</b>				Page: <b>2 of 2</b>										
<b>PEOPLE AT RISK :</b>														
Employees <input type="text" value="25"/>		Other workers <input type="text" value=""/>		Female workers <input type="text" value="4"/>										
Young persons <input type="text" value=""/>		Public / visitors <input type="text" value=""/>		Total No at risk <input type="text" value="4"/>		Date : _____								
<b>Hazards which create potential for harm</b>				<b>Notes 1</b>										
<b>Set up</b>	<b>Working</b>	<b>Breaks</b>	<b>Hygiene</b>	5 - the event is certain to happen, 4 - the event producing the effect is probable under the conditions assessed 3 - the event has happened and controls are in place 2 - the event is unlikely to happen 1 - the event is impossible to envisage										
Opening up <input type="checkbox"/>	Sharing tools <input type="checkbox"/>	Routes <input type="checkbox"/>	Alcohol based <input type="checkbox"/>	<b>Notes 2</b>										
Turn on light <input type="checkbox"/>	Moving about <input type="checkbox"/>	Location <input type="checkbox"/>	Soap <input type="checkbox"/>	5 - transmitting the virus is certain 4 - probable transmission 3 - the chance of transmission is possible 2 - the chance of transmission is remote 1 - action will not transmit the virus										
Keyboard <input type="checkbox"/>	Lifting heavy object <input type="checkbox"/>	Rota <input type="checkbox"/>	Warm water <input type="checkbox"/>	<b>Actions on risk scores</b>										
Tools <input type="checkbox"/>	New material input <input type="checkbox"/>	Equipment/kettle <input type="checkbox"/>	Tissues <input type="checkbox"/>	Less than 7 are acceptable 7 to 10 are acceptable with controls in place and monitored 11 to 15 require an action plan to reduce the risk Above 15 require the process to be stopped immediately.										
Working planning <input type="checkbox"/>	Existing material <input type="checkbox"/>	Taps/sink <input type="checkbox"/>	Paper towels <input type="checkbox"/>											
Work mates <input type="checkbox"/>	> 6ft zone? <input type="checkbox"/>	Plugs/switches <input type="checkbox"/>	Handles <input type="checkbox"/>											
Pedestrian routes <input type="checkbox"/>	Lone working <input type="checkbox"/>	Fridge/contents <input type="checkbox"/>	Banisters <input type="checkbox"/>											
Radio? <input type="checkbox"/>	Wrong PPE? <input type="checkbox"/>	Washing up <input type="checkbox"/>	Toilets <input type="checkbox"/>											
Sharing PPE <input type="checkbox"/>	Keyboard/screen <input type="checkbox"/>	Drying <input type="checkbox"/>	Leaving work <input type="checkbox"/>											
Sanitiser <input type="checkbox"/>	Phone <input type="checkbox"/>	Surfaces <input type="checkbox"/>	Visitors <input type="checkbox"/>											
Stress <input type="checkbox"/>	Vehicles/FLT/pump <input type="checkbox"/>	Microwave? <input type="checkbox"/>	PPE <input type="checkbox"/>											
Other hazards (Specify) : <b>As detailed below</b>														
Hazard	1		2		3		4		5		6		7	
	Factors of harm		Risk		WASH HANDS WITH SOAP STOP THE SPREAD OF CORONAVIRUS		Factors of harm		Residual Risk					
	Likelihood	Severity	Multiple of Columns 1&2		<--- WORKING AS NORMAL		--- CONTROLS FOR CONTAINMENT --->		Likelihood	Severity	Multiple of columns 5&6			
	See note 1	See note 2							See note 1	See note 2				
Morning opening up	4	4	16		Virus could survive on any surface for, see leaving work below.		Wash hands on arrival and wear PPE and wipe down handles and locks with anti - bac cleaner		2	4	8			
Operating a keyboard	4	4	16		Virus could survive on any surface for, see leaving work below.		Wash hands on arrival and wear PPE and wipe down mouse and keyboard with anti - bac cleaner		2	4	8			
Picking up tools	4	4	16		Virus could survive on any surface for, see leaving work below.		Wear PPE, refresh hygiene training, wash hands before and after breaks		2	4	8			
Work planning	4	4	16		Virus could survive on any surface for, see leaving work below.		Wear PPE, refresh hygiene training, wash hands before and after breaks		2	4	8			
Work mates	4	4	16		Check work mates (safe social distancing) for obvious symptoms		Do not come to work with symptoms or if sharing a household with somebody showing symptoms		2	4	8			
Pedestrian routes	4	3	12		Check routes allow for over 6 feet of separation		Training and instruction to define traffic flow		2	3	4			
Radio	4	4	16		Virus could survive on any surface for, see leaving work below.		Clean radio before use and wear PPE		2	4	8			
Stress	5	1	5											
<b>HYGIENE</b>														
Washing hands with soap and warm water for 20 seconds	5	1	5											
Dry hands on paper towels and dispose	5	1	5											
Prop doors open to avoid touching handles	5	1	5											
Cleaners to wipe banisters down with warm soapy water or anti bac cleaner	5	1	5											
Cleaners clean all toilet touching areas with anti bac cleaner, especially handles	5	1	5											
Leaving work - wash hands before leaving work	5	1	5											
Wear your own correct PPE	5	1	5											
<b>BREAKS</b>														
Routes to kitchens	3	3	9		See pedestrian routes above									
Location to eat/drink	4	4	16				Introduce a rota for break times to avoid two people needing to use the kitchen		2	5	10			
Using kitchen equipment	4	4	16				Wash all equipment before and after use		2	4	8			
Using taps and the sink	4	3	12				Wash all surfaces and taps before and after use		2	3	6			
Touching plugs and switches	4	4	16				Avoid touching plugs and switches - wear PPE and wash hands after contact		2	4	8			
Using the fridge, handling the contents	4	4	16				Wash hands before and after opening fridge and touching food		2	4	8			
Washing up	4	4	16				Wash utensils before and after use		2	4	8			
Drying up	3	3	9		Use paper towels and dispose after use									
Touching kitchen surfaces	4	3	12				Wash all surfaces and taps before and after use		2	3	6			
Using the microwave	4	3	12				Wash hands before and after using the microwave and touching food		2	3	6			
<b>WORKING</b>														
Sharing tools	4	4	16		Use PPE		Use only one set of tools		2	4	8			
Moving about	3	3	9		Keep 6 feet from each other									
Manually lifting heavy loads	4	4	16		Wear PPE masks when 2 operators are in close proximity		No manual handling of heavy loads, FLT, pump truck only		2	4	8			
New material input	3	4	12				Leave new material for 24 hours before handling and wear PPE		2	4	8			
Using existing material/New material input	3	4	12				Leave new material for 24 hours before handling and wear PPE		2	4	6			
Wrong PPE	2	4	8		Purchase the correct PPE									
Keyboard/touch screen	4	3	12				Do not share keyboards and touch screens		2	3	6			
Phones 1 of 1	4	3	12				Do not share or borrow phones		2	3	6			
Vehicle/pump trucks/cars	4	3	12		Only designated driver to operate		Clean surfaces at start and end of day and wear PPE		2	3	6			