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			Likelihood				
			Very Unlikely	Unlikely	Possible	Likely	Very Likely
			1	2	3	4	5
Severity	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
	Extreme	5	5	10	15	20	25

Risk matrix used in risk assessment below
RR = residual risk

Use guidance from the government Plan to Rebuild strategy, Public Health England (PHE), Department of Health & Social Care (DHSC), Health & Safety Executive (HSE) and NHS to ensure the risk assessment is following the latest advice.

Coronavirus (COVID-19) Construction risk assessment

Contents:

Exposure risk
Travel
Access & egress
Welfare / Hygiene
Social distancing
- (2m and working within 2m of workers)
Manual Handling
First aid

Assessment date: 14th May 2020
Review date: 14th June 2020
Version: 4.0

Key points to risk exposure

1. **A strict one way system for visitors, clearly marked from our entrance, to the test room, to the exit by stage 4&5.**
2. **Yellow bins by the entrance next to the office and the exit by the test room, that are for PPE items only and these will be discarded after each site visit.**
3. **All visitors will be made aware of no food or drink facilities and encouraged to bring their own.**
4. **No access to the Kitchen for staff or visitors for food/drink/cooking. (hand washing only)**
5. **Toilet facilities, will be made clear by site plan, marked at the exit door that all visitors use the out door facilities only.**
6. **Every person, including staff members, have to be entered into the visitor book. Full name and time in and out.**

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HAZARD	RISK	CONTROL MEASURES	RR	PERSONS AT RISK
HAND WASHING / HYGINE (OFFICE/KIT ROOM/TEST ROOM)	4 X 4 = 16	• 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 • 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. • Provide additional hand washing facilities to the usual welfare facilities if a large spread out site or significant numbers of personnel on site • Regularly clean the hand washing facilities and check soap and sanitiser levels • Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal. • Maintain suitable supplies of soap, hand sanitiser and paper towels and these should be securely stored. • Maintain a continuous airflow throughout the premises by keeping doors and windows open as and when applicable.	4 X 1 = 4	individual workers
TRAVEL TO FROM / WORK PLACE	4 X 4 = 16	• All persons to avoid public transport and use vehicle (car / van), bicycle or run/walk to the office.	4 X 1 = 4	individual workers
EMPLOYEE DRIVER DELIVERIES + COLLECTIONS (COMPANY VEHICLES)	4 X 4 = 16	1) Ensure relevant PPE is worn and gloves disposed and replaced after each task and returning to the vehicle cab. 2) Maintain 2m social distancing at all times when unloading / loading at location 3) Maintain 2m social distancing when unloading / loading at base. 4) Under no circumstances will the person share vehicles or cabs. 5) Vehicles to be regularly and thoroughly cleaned after each use - both inside and outside.	4 X 1 = 4	individual workers

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HAZARD	RISK	CONTROL MEASURES	RR	PERSONS AT RISK
WORK PLACE ACCESS (OFFICE/KIT ROOM/TEST ROOM)	4 X 4 = 16	1) Clear and consise signage at all entrance points in the building detailing H+S procedures. 2) Visitors by appointment only. 3) Stop all non-essential visitors 4) Log all visitors to site 5) Introduce staggered start and finish times to reduce congestion and contact at all times 6) Require all workers to wash or clean their hands before entering or leaving the site 7) Allow plenty of space (two metres) between people waiting to enter site 8) Frequently cleaning and disinfecting of objects and surfaces that are touched regularly, particularly in areas of high use such as door handles, light swtiches, reception area using appropriate cleaning products and methods. 9) Reduce the number of people in attendance at during equipment prep - limiting to one at a time. 10) Designate walking routes and one way systems with signage to help maintain social distancing	4 X 1 = 4	individual workers
LUNCH / FOOD BREAKS (OFFICE/KIT ROOM/TEST ROOM/KITCHEN)	4 X 4 = 16	1) Social distancing in kitchen & dining area - a strict 1 person at a time policy. 2) Staff encouraged to take lunch breaks outside 3) Use of the kitchen to staff or visitors not allowed, exceot to wash hands	4 X 1 = 4	individual workers
SOCIAL DISTANCING (OFFICE/KIT ROOM/TEST ROOM)	4 X 4 = 16	1) Reducing the number of employees - on a skeleton staff to 3 people currently. 2) Minimum seperation distance of 2m between people in all working areas - inside and outside. 3) Adjusting start / finish times and working from home policy (where applicable) to reduce number of workers on site at any one time 4) Workers are to limit face to face working and work facing away from each other when possible 5) Continue to conduct dynamic risk assessments whilst completing the work & speak up if there is a safer way of completing the task 6) Conference calls to be used instead of face to face meetings	4 X 1 = 4	individual workers

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HAZARD	RISK	CONTROL MEASURES	RR	PERSONS AT RISK
FIRST AID INC. MENTAL HEALTH (OFFICE)	4 X 4 = 16	1) First aid contents to be monitored to ensure adequate supplies remain 2) First aid and cover arrangements to be reviewed 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 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 5) Mental health first aiders to be considered 6) Communicate any occupational health service available to the workforce including any available employee assistance programme (EAP) or public support 7) Line management to regularly communicate to their team(s)Effective reporting system established on site in order to rectify any raised issues or incidents in a timely manner	4 X 1 = 4	individual workers
RECEIVING & LOADING DELIVERIES AT SITE (exit by stage 4&5)	4 X 4 = 16	1) All drop off / returns + loading / unloading to take place at rear of the building (by stage 4 / 5). 2) Maintain 2m social distancing when accepting materials 3) Relevant PPE equipment to be worn at all times and gloves disposed of once equipment is back inside site.	4 X 1 = 4	individual workers
SUSPECTED CASE	4 X 4 = 16	If a worker develops a high temperature or a persistent cough while at work, they should: 1) Return home immediately 2) Avoid touching anything 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. 4) They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed. 5) The work area should receive deep cleaning and social distancing maintained	4 X 1 = 4	individual workers

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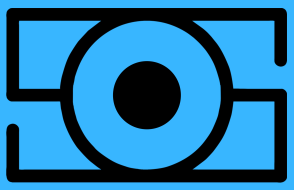
HAZARD	RISK	CONTROL MEASURES	RR	PERSONS AT RISK
EXPOSURE FROM OTHERS DUE TO: 1) Living with someone with a confirmed case of COVID-19.2) Have come into close contact (within 2 metres for 15 minutes or more) with a confirmed case of COVID-19. 3) Being advised by a public health agency that contact with a diagnosed case has occurred.	4 X 4 = 12	• Continue following government action of self isolation and only to leave house on the following circumstances: for medical reasons; to shop for necessary food supplies; for exercise;; and for work where you cannot do this at home • Any existing individual risk assessments (disability, young persons or new / expectant mothers) to be reviewed • Maintain contact with line management and Human Resources (HR) and to follow company policy / guidance. • Travel is only required where you cannot work from home.Use private transportation, cycle or walk. As a last resort public transport to be used as a minimum and to implement social distancing where possible • To continue following ongoing government guidance • 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 • Company to ensure extremely clinically vulnerable persons do not come to work and continue to shield themselves whilst following their specific medical advice issued to them • Follow good NHS hygiene measures at all times • Avoid all visitors to your home unless they are providing a medical requirement • Do not approach delivery staff, allow packages to be left on the doorstep • Do not take any antibiotics as they do not work against viruses.	4 X 1 = 4	individual workers
CLEANING EQUIPMENT (OFFICE/KIT ROOM/TEST ROOM)	4 X 4 = 16	1) Regular deep cleans of all equipment + using disinfectant spray of all hard cases 2) All equipment prepared 24 hours before collection and re-sanitised after testing. 3) All off-hire equipment left unused for 48 hours after drop off then recleaned	4 X 1 = 4	individual workers



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TRAINING

Please ensure a manager's brief has been completed alerting to company specific process / procedures

https://www.nhs.uk/conditions/coronavirus-covid-19
https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-advice
https://www.nhs.uk/conditions/coronavirus-covid-19/advice-for-travellers
https://www.gov.uk/government/publications/coronavirus-action-plan

MANAGEMENT

- **Please ensure all staff are aware of reporting requirements and that all confirmed cases are escalated to your H&S competent person .**
- **Information notes are to be sent out and any updates communicated in a timely manner to the workforce.**
- **This must include letting staff know about symptoms and actions the medical professionals are advising people to take.**
- **A colleague who has been isolated for 14 days cannot return to work until the appropriate 'fit note' documentation is provided by their GP/healthcare provider to demonstrate they are now fit to return to work.**
- **Assessments to be reviewed every 6 months or where significant change has occurred**
- **Please remind staff that in order to minimise the risk of spread of infection, we rely on everyone in the industry taking responsibility for their actions and behaviours.**
- **Please encourage an open and collaborative approach between your teams on site where any issues can be openly discussed and addressed.**

If in England call NHS on 111, if in Scotland call your GP or NHS 24, If in Wales call 0845 46 47 or 111 or if in Northern Ireland contact 0300 200 7885 where you will be assessed by an appropriate specialist.

NHS guidance is that you do not go directly to your GP surgery, community pharmacy or hospital unless an emergency occurs