Installation/inspection RISK ASSESSMENT - CORONAVIRUS

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| **Risk assessment - topic/area covered** |
| Location(s): |  Off-Site Inspections/Installations at Customer Sites |
| Department/staff: | Customer/site contact (maintenance/operations/H+S) and SpanSet Installer/Inspector |
| Tasks/activities: | Completing installation or inspection of kit/systems that cannot be completed remotely during the coronavirus pandemic |
| Other information: |  |

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| **Risk assessment sign off** |
| Prepared by: | S Sari | Signature: |  | Date: | 25.03.2022 |
| Reviewed by: | D Flynn | Signature: |  | Date: | 25.03.2022 |
| Date for review: | This risk assessment should be reviewed if additional risks not covered are identified or if there is any reason to suggest that the control measures are deemed to be insufficient.  |

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| **Document issue record** |
| Amendment number | Issue date | Date amended | Person amending | Remarks |
| 3 | 16.03.21 | 25.03.22 | D Flynn  |  |
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| **Distribution schedule** |
| Registered number | Issue number | Date | Name | Designation |
|  | **3** | **01.04.22** |  |  |
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| **Key** |  |
| **L**: Likelihood  | 5 | 5 | 10 | 15 | 20 | 25 | **High risk: 15-25** | High-risk activities should cease immediately. You must introduce further effective control measures to mitigate risks. |
| 4 | 4 | 8 | 12 | 16 | 20 |
| 3 | 3 | 6 | 9 | 12 | 15 | **Medium risk: 8-12** | Medium risks should only be tolerated for the short term and only whilst further control measures to mitigate the risks are being planned and introduced. |
| 2 | 2 | 4 | 6 | 8 | 10 |
| 1 | 1 | 2 | 3 | 4 | 5 | **Low risk: 1-6** | Low risks are largely acceptable. Where it is reasonable to do so, efforts should be made to reduce risks further. |
|  | 1 | 2 | 3 | 4 | 5 |
| **S**: Severity  | **DR:** Degree of risk | **RR:** Residual risk |
| Guidance. | 1. Identify the persons at risk and the significant hazards.
2. Calculate an initial RR for the activity.
3. Identify risk control measures that reduce the risks to an acceptable level.
4. Calculate a revised RR - assuming the control measures are followed. (Consider changing both the likelihood (L) and the severity (S) ratings.)
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| **PPE assessment** | **Note.** In many instances you will be able to reduce risks further by asking staff/others to wear/use PPE. You should identify which items are required for the task here: |
| Type of PPE: | FM104_a | FM104_d | FM104_b | FM104_e | FM104_c | vis vest | FM104_g | FM104_h |
| Head | Foot | Eye | Hand | Hearing | Hi-visibility | RPE | Fall arrest |
| **Yes** | **Yes** | **Yes** | **Yes** | **Advisory** | **Yes** | ***Advisory*** | **Yes** |
| Additional requirements: | Gloves should be worn whenever it is practicable to do so. Disposable gloves have been provided for Installers/Inspectors.Any Customer site specific PPE requirements should be followed. |
| **Note.** PPE must only be considered when other control measures, such as guarding, local exhaust extraction, preventing noise at source, eliminating the need to work at height etc. are not possible. PPE should always be considered as a last resort option. PPE should only be worn when there is reasonable justification for doing so.  |

| **Risk assessment** |
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| **Activity** | **Persons at risk** | **Significant hazards** | **Initial**  | **Risk control measures**  | **Residual** |
| **L** | **S** | **DR** | **L** | **S** | **RR** |
| Installing/ Inspecting Kit/Systems during the coronavirus pandemic | Customer Contacts and SpanSet Installers/ Inspectors | Serious ill-health conditions  | 3 | 5 | 15 | * You must follow the government’s guidance on working during the pandemic. (<https://www.gov.uk/coronavirus>)
* You should minimise contact with others by maintaining social distancing where practicable.
* Customer specific Coronavirus guidelines should be always followed.
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| If you may be exposed to the Covid-19 virus | Customer Contacts and SpanSet Installers/ Inspectors | Serious ill-health conditions  | 3 | 5 | 15 | * If you have symptoms of coronavirus (new cough and/or high temperature), and as loss of, or change in your normal sense of taste or smell (anosmia) or tested positive for COVID-19 you should stay at home and avoid contact with other people. You can do a rapid lateral flow test from 5 days after your symptoms started (or from the day you had the test if you do not have symptoms) and another the next days. If both tests are negative and you do not have a high temperature, you can return safely to your normal routine. If your test result is positive on day 5, you can carry on doing rapid lateral flow tests every day until you get 2 negative test results in a row.If you live in a household with someone who has the symptoms above, you must pay close attention to the main symptoms of COVID-19. If you develop any of these symptoms order a PCR test. You are advised to stay at home and avoid contact with other people while you are waiting for your test result.
* If any Customer Contacts or SpanSet Installers/Inspectors display symptoms of COVID-19 during the visit, they **MUST** notify the Site Contact and the Installation Manager immediately. This must be carried out by phone and not face to face contact.
* If the Installer / Inspector displays symptoms of COVID-19, they must leave site straight away, ***follow the self-isolation guidance, and arrange to have a COVID-19 PCR Test.***
* You must follow the Government / NHS guidance on coronavirus. <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/>
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| General Travel | SpanSet Installers/ Inspectors | Serious ill-health conditions | 2 | 5 | 10 | * If changing vehicles ensure Anti-Bacterial wipes are used to wipe down car controls, such as the steering wheel, gear controls, other car controls and door handles.
* Its advisable to wear protective gloves to handle the pumps when you need to re-fuel vehicles.
* All Installers / Inspectors to use their own cars provided.
* Monitor site access points in relation to on-site COVID site rules.
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| Preventing infection spreading | Customer Contacts and SpanSet Installers/ Inspectors | Serious ill-health conditions  | 3 | 5 | 15 | * Face Masks **MUST** be worn on-site where a customer stipulates this.
* SpanSet Installers/Inspectors must wash their hands with soap and warm water, before site registration/induction, during breaks and lunch. Wash your hands with soap and water often - do this for at least 20 seconds.
* Use hand sanitiser gel if soap and water are not available. Installer/Inspector will always carry sanitiser gel.
* Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze.
* Dispose of tissues in appropriate waste receptacles as quickly as possible.
* Maintain social distancing with site contacts where practicable during all aspects of the Installation/Inspection activities.
* Avoid touching your face or eyes if your hands are not clean.
* Site Contacts and Installers/Inspectors are advised to use disposable gloves.
* Customer Contacts are encouraged to use their own Personal Safety Helmets and Personal Fall Protective Equipment during the visit where applicable.
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| Using welfare facilities | Customer Contacts and SpanSet Installers/ Inspectors | Serious ill-health conditions  | 3 | 5 | 15 | * Customer Contacts and Installers/Inspectors MUST comply with the site-specific guidance / policies when using their welfare facilities.
* Wash your hands with soap and water before and after entering a welfare facility. Wash your hands with soap and water often - Do this for at least 20 seconds.
* Use hand sanitiser gel if soap and water are not available.
* Ensure all Installers/Inspectors and Customer Contacts maintain social distancing where practicable, whilst taking their comfort / lunch breaks.
* Installers/Inspectors to ensure social distancing is maintained within any designated smoking areas.
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| Overnight Stays | SpanSet Installers/ Inspectors | Serious ill-health conditions  | 3 | 5 | 15 |  * SpanSet Installers/Inspectors must wash their hands with soap and warm water, upon entry to hotel room. Wash your hands with soap and water often - do this for at least 20 seconds.
* Use hand sanitiser gel in areas of hotel where soap and water are not available. Installer/Inspector will always carry sanitiser gel.
* It is advisable not to touch your face or eyes if your hands are not clean.
* Maintain social distancing where practicable in public areas of hotel.
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