

EMPLOYEE RISK ASSESSMENT

ACTIVITIES COVERED: **Coronavirus (Covid-19)**

POTENTIAL HAZARDS TO BE CONSIDERED (These are a guideline and other local factors may need to be considered):

Contracting or spreading the virus Covid-19 between employees, clients and general public.

ACTIONS ALREADY TAKEN TO REDUCE THE RISKS:

Planning:

- Check yourself for symptoms such as a high temperature, continuous cough or sore throat prior to coming into work each day. If any symptoms arise during a working day, leave your workplace immediately and inform your manager.
- Washing your hands with soap and hot water for a minimum of 20 seconds and applying anti-bacterial hand gel where applicable.
- Social Distancing, do not gather in populated areas and keep a general distance of 2 metres or more between persons.
- Keep your company vehicle clean at all times including all surfaces. Wipe down steering wheel, hand break, gear stick and any other surfaces possible all with anti-bacterial wipes.
- Assess your working area at all times, including any people within the immediate workplace. Is the work essential for the risk of spreading the virus?
- Avoid contact with someone who is displaying symptoms of coronavirus (COVID-19). If anybody within your household appears to have symptoms, self-isolate and follow government guidelines.

Physical:

- Wearing latex gloves where appropriate.
- Cleaning the work area before and after works are completed.
- Washing hands before and after each task/work is completed.
- Avoid using public transport.

Method of Works to be completed:

**** Site/Job Specific ****

Persons At Risk -	E.G: CJ ECS EMPLOYEES & RESIDENTS/PUBLIC WITHIN THE IMMEDIATE AREA.
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Calculating the Risk: Risk = Severity x Likelihood	
Likelihood	Severity
Rating 1 = Very Unlikely	Rating 1 = Insignificant – no injury
Rating 2 = Unlikely	Rating 2 = Minor - minor injuries needing first aid
Rating 3 = Fairly Likely	Rating 3 = Moderate – up to 3 days absence
Rating 4 = Likely	Rating 4 = Major – more than 3 days absence
Rating 5 = Very Likely	Rating 5 = Catastrophic – death, major disability

Risk Product

- 15 to 25 Unacceptable (Stop activity and make immediate improvement)
- 10 to 14 Tolerable (Look to improve within specified timescale)
- 5 to 9 Adequate (Look to improve at next review)
- 1 to 4 Acceptable (No further action, ensure controls are maintained)

ACTUAL SITE SPECIFIC RISK ASSESSMENT:	ASSESSMENT OF RISKS		
	LIKELIHOOD: L	SEVERITY S	OVERALL RISK R
HAZARDS			
1.			
2.			
3.			
4.			
5.			

Further Control Measures

Further control measures are to be put in place following regular updates from the UK Government.

ACTUAL SITE SPECIFIC RESIDUAL RISK ASSESSMENT:	ASSESSMENT OF RESIDUAL RISKS		
	LIKELIHOOD: RL	SEVERITY RS	OVERALL RISK RR
HAZARDS			
1.			
2.			
3.			
4.			
5.			

DETAILS OF PERSON CARRYING OUT RISK ASSESSMENT (* All boxes to be completed)

Name:	Signature:
Date:	Date Assessment To Be Reviewed:

DETAILS OF PROJECT MANAGER (* All boxes to be completed)

Name:	Signature:
Date:	Date Assessment To Be Reviewed: