

RISK ASSESSMENT – RA35



Risk Assessment No: RA35	Activity: COVID-19 Coronavirus	Location: Hailsham & Site
---------------------------------	---------------------------------------	----------------------------------

3	3	6	9
2	2	4	6
1	1	2	3
	1	2	3

Likelihood

Rating 1 = Unlikely
 Rating 2 = Possible
 Rating 3 = Almost certain

Severity

Rating 1 = First aid injury or illness
 Rating 2 = Lost time injury or illness
 Rating 3 = Fatality, disabling injury, etc

Risk = Likelihood x Severity			Low Risk	Medium Risk	High Risk			
Hazard	Factors of harm		Risk	Control Measures	Factors of harm		Risk	Controls implemented by:
	Likelihood	Severity			Likelihood	Severity		
Risk of contracting COVID-19	3	2	6	Wash your hand often with soap and water for at least 20 seconds. Use a sanitiser gel if soap and water are not available. This is especially important after: - <ul style="list-style-type: none"> • Going to the bathroom • Before eating • After using public transport • After coughing, sneezing or blowing your nose Avoid touching your eyes, nose and mouth with unwashed hands The Government has implemented a number of measures to reduce the spread of the virus. This is updated daily, please use official sources for additional guidance.	2	2	4	All staff and contractors working for E&S Heating & Ventilation Ltd
Persons at increased risk of contracting COVID-19	2	3	6	Anyone who is at increased risk of COVID-19 must inform their line manager and must follow the guidance on shielding and protecting extremely vulnerable people.	1	3	3	All staff and contractors working for E&S Heating & Ventilation Ltd.

RISK ASSESSMENT – RA35



Risk = Likelihood x Severity			Low Risk	Medium Risk	High Risk			
Hazard	Factors of harm		Risk	Control Measures	Factors of harm		Risk	Controls implemented by:
	Likelihood	Severity			Likelihood	Severity		
Living with a person who is at increased risk or shielding	2	3	6	Anyone living with a person who is at increased risk of severe illness, or an extremely vulnerable person who is shielding from COVID-19 should stringently follow the guidance on social distancing and minimise contact outside the home.	1	3	3	All staff and contractors working for E&S Heating & Ventilation Ltd.
Risk of transmitting COVID-19	2	2	4	If you are experiencing any of the COVID-19 symptoms: - <ul style="list-style-type: none"> Fever >37.8° C or A new continuous cough or Lack of smell or taste Do not travel or attend the workplace. Call your line manager, stay at home, follow government advice and self-isolate.	1	2	2	All staff and contractors working for E&S Heating & Ventilation Ltd.
Experiencing symptoms at work	2	2	4	If you feel unwell at with symptoms of COVID-19, separate yourself from other employees and go home immediately. Advise your line manager (via phone to minimise the risk). Avoid using public transport.	1	2	2	All staff and contractors working for E&S Heating & Ventilation Ltd
Travelling to Work	2	2	4	<ul style="list-style-type: none"> Avoid use of public transport, if not possible wear face mask. Wherever possible travel to work using own/company car, cycle or walk. 	1	2	2	All staff and contractors working for E&S Heating & Ventilation Ltd
Arrival at Work	2	2	4	<ul style="list-style-type: none"> Maintain social 2 metre social distancing if arriving at same time as others. Wash or sanitise hands on arrival Temperature to be taken on arrival 	1	2	2	All staff and contractors working for E&S Heating & Ventilation Ltd

RISK ASSESSMENT – RA35



Risk = Likelihood x Severity			Low Risk	Medium Risk	High Risk			
Hazard	Factors of harm		Risk	Control Measures	Factors of harm		Risk	Controls implemented by:
	Likelihood	Severity			Likelihood	Severity		
Risk of infection due to congregation congestion <u>Hailsham</u>	2	2	4	<ul style="list-style-type: none"> All staff that can work from home are to do so Restrict all non-essential visitors i.e., maintenance/audits Any visits to the offices are to be co-ordinated with the Factory Manager 'Click & Collect' service from resident draughtsman for printing of drawings, documents etc. Maintain 2 metres distance between each other to follow social distancing guidelines when access, exiting and moving around the factory and offices. Only 1 person in the kitchen at a time Where possible internal doors should be kept open to avoid touching of handles 	1	2	2	All staff
Risk of infection due to congregation congestion <u>Site</u>	3	2	6	<ul style="list-style-type: none"> Follow principle contractors' site one-way systems Stagger lunch breaks, many sites have reduced capacity to seated canteens. Avoid passenger hoists, use stairs when possible Avoid peak start times, stagger arrival 	2	2	4	All staff and contractors working for E&S Heating & Ventilation Ltd
Risk of infection whilst carrying out task <u>Hailsham</u>	2	2	4	<ul style="list-style-type: none"> Social distancing measures should be followed Close contact should be minimised, avoid skin to skin and face to face contact. If a task cannot be undertaken by keeping 2 metres apart, inform your line manager. Do not share tools Use wipes provided to wipe down controls on communal machinery Allow regular breaks to wash hands First aid kit to contain FFP3 mask and safety glasses 	1	2	2	All Staff

RISK ASSESSMENT – RA35



Risk = Likelihood x Severity				Low Risk		Medium Risk		High Risk		
Hazard	Factors of harm		Risk	Control Measures			Factors of harm		Risk	Controls implemented by:
	Likelihood	Severity					Likelihood	Severity		
Risk of infection whilst carrying out task <u>Site</u>	3	2	6	<ul style="list-style-type: none"> Social distancing measure should be followed Tasks should be carried out in accordance to the RAMS If a task cannot be undertaken by keeping 2 metres apart, inform your supervisor Do not share tools Allow regular breaks to wash hands First aid kit to contain FFP3 mask and safety glasses 			2	2	4	All staff and contractors working for E&S Heating & Ventilation Ltd