



The Management of Health and Safety at Work Act 1999 regulation 3(1) states that “every employer shall make a suitable and sufficient assessment of:

- The risk to the health and safety of his employees to which they are exposed whilst they are at work; and
- The risks to the health and safety of persons not in his employment arising out of connection with the conduct by him of his undertaking.”

All activities must be risk assessed so that all hazards are identified. Where hazards are identified that may cause injury/harm, or damage to property then control measures must be produced, implemented and monitored by competent people, so that the risk can be either eliminated or reduced to as low as reasonably practicable. The following risk assessments are for use in conjunction with the method statement produced for each project. Please also see procedure INT.P18 Risk Assessment for the full process, requirements and guidance for conducting a Risk Assessment.

Evaluation procedure: Likelihood (of the event happening) X (multiplied by) Severity (of the potential outcome of the hazard) = Risk rating. The following factors have been produced to evaluate and quantify the risk rating:

	Likelihood
1	Very unlikely - never known to occur Would not happen in 5 Years
2	Unlikely Would not happen in 2-3 years
3	Likely May occur annually
4	Very likely Would happen 2-3 times per year
5	Almost certain Happens all the time

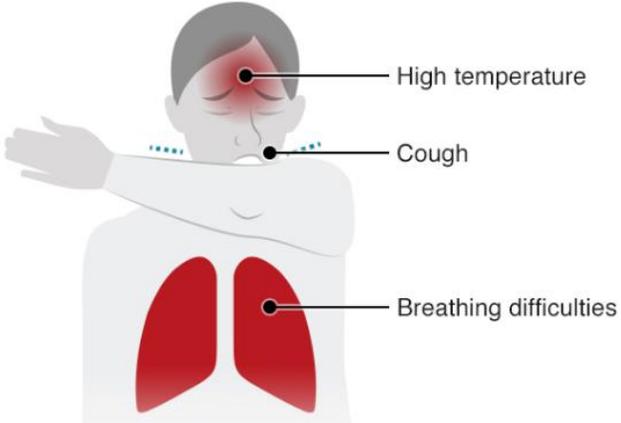
	Severity / Consequence
1	Minor injury, minor damage
2	Lost time injury, Illness, Damage
3	Major/Disabling injury, Major damage
4	Single death
5	Multiple deaths

		Severity / Consequence					
		1	2	3	4	5	
Likelihood	1	1	2	3	4	5	Low risk
	2	2	4	6	8	10	
	3	3	6	9	12	15	Medium risk
	4	4	8	12	16	20	
	5	5	10	15	20	25	High risk

Index of the following risk assessments

Covid 19 - An employee with acute respiratory tract infection	Exposure to persons returning from holidays or foreign travel	Travelling in close proximity to others.	
An employee having been in close contact with a confirmed or probable COVID-19	Working in close proximity to others	Being in close proximity to others in welfare facilities	
An employee who develops acute respiratory tract infection	Emergency situations	Exposure to Covid 19 virus	
	Office working		
	Use of company vehicles and plant		

Risk Assessment & Control measures: The Old School Garway, Hereford HR2 8RQ Job No; WVD1341 Client; Gerard Davies Date 18th Nov 21

Activity & Legislation/ Standards	Hazard	Effect of Hazard	Persons Affected	Initial Risk			Control Measures	Residual Risk			Responsibilities
				Lk	Sv	R		Lk	Sv	R	
<p>General work activities which may expose the company's employees or others to the Corona Virus (Covid 19)</p> <p>Legislation HSWA 1974 MHSW Regs. 1999</p>	An employee with acute respiratory tract infection (sudden onset of at least one of the following: cough, fever, shortness of breath)	Ill health, death	Employees, sub-contractors, visitors, members of the public	5	5	25	<p>Do not report for work. Phone in and let the office know. Employees will have to self-isolate for 10 days. The employee must not go to their GP or A&E but must phone 111.</p> <p>Coronavirus: Key symptoms</p> 	1	5	5	<p>Responsible Person Area supervisor</p> <p>Monitoring Responsibility Site Supervisor</p> <p>Supervisor review signature & date _____</p>
	An employee having been in close contact with a confirmed or probable COVID-19. The virus is spread by the infected person touching surfaces (door handles, desks, tools, equipment,	Ill health, death	Employees, sub-contractors, visitors, members of the public	5	5	25	<p>Do not report for work. Phone in and let the office know. Employees will have to self-isolate for 10 days. The employee must not go to their GP or A&E but must phone 111.</p>	1	5	5	<p>Responsible Person Area supervisor</p> <p>Monitoring Responsibility Site Supervisor</p> <p>Supervisor review signature & date _____</p>

Risk Assessment Prepared By: Phill S Price/ Gavin Pettigrew

To evaluate risk: likelihood (Lk) x Severity (Sv) = Risk (R). Defined as HIGH (11 – 25). MEDIUM (6 – 10). LOW (1 – 5)

Covid19 12th May 2020



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	tables etc., releasing airborne droplets by coughing or sneezing, persons touching (e.g. handshaking) and then touching face/eyes/mouth.										
	An employee who develops acute respiratory tract infection (sudden onset of at least one of the following: cough, fever, shortness of breath) while in work. The virus is spread by the infected person touching surfaces (door handles, desks, tables etc., releasing airborne droplets by coughing or sneezing, persons touching (e.g. handshaking) and then touching face/eyes/mouth.	Ill health, death	Employees, sub-contractors, visitors, members of the public	5	5	25	<p>You MUST report symptoms to your line manager immediately. The employee will be isolated from other employees if necessary and sent home to self-isolate for 10 days</p> <p>The employee must not go to their GP or A&E but must phone 111.</p> <p>All contact areas to be cleaned and disinfected. PPE to be removed from site.</p>	1	5	5	<p>Responsible Person Area supervisor</p> <p>Monitoring Responsibility Site Supervisor</p> <p>Supervisor review signature & date _____</p>



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	Exposure to persons returning from holidays or foreign travel	Ill health, death	Employees, sub-contractors, visitors, members of the public	5	5	25	Do not report for work. Check the testing and quarantine rules when you travel abroad and return to UK.	1	5	5	Responsible Person Area supervisor Monitoring Responsibility Site Supervisor Supervisor review signature & date _____
	Working in close proximity to others. The virus is spread by the infected person touching surfaces (door handles, desks, tables etc.), releasing airborne droplets by coughing or sneezing, persons touching (e.g. handshaking) and then touching face/eyes/mouth.	Ill health, death	Employees, sub-contractors, visitors, members of the public	4	5	20	Plan work to keep a distance of 2m between people. Cordon off the work area (barriers or barrier tape) to restrict the number of persons in the area All activities to be planned before work to complete to ensure that social distance guidelines can be maintained at all time. All personnel to wash hands for 20 seconds with soap and avoid touching face. Reducing job rotation and equipment rotation, for example, single tasks for the day. Cleaning procedures for the parts of shared equipment you touch after each use, thinking about equipment, tools and vehicles, for example, barrow, sledge hammers. Reduce the number of people each person has contact with by using 'fixed teams or partnering' (so each person works with only a few others).	1	5	5	Responsible Person Area supervisor Monitoring Responsibility Site Supervisor Supervisor review signature & date _____

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							If necessity dictates working in close proximity Use a consistent pairing system, use RPE and wash hands for 20 seconds with soap and avoid touching face after task.				
	Emergency situations	Ill health, death	Employees, sub-contractors, visitors, members of the public	5	5	25	<p>Prioritise safety during incidents.</p> <p>In an emergency, for example, an accident, fire or break-in, people do not have to stay 2m apart if it would be unsafe.</p> <p>People involved in the provision of assistance to others should pay particular attention to sanitation measures immediately afterwards including washing hands.</p>	1	5	5	<p>Responsible Person Area supervisor</p> <p>Monitoring Responsibility Site Supervisor</p> <p>Supervisor review signature & date _____</p>
	Office working	Ill health, death	Employees, sub-contractors, visitors, members of the public	5	5	25	<p>Travel to Work: Wherever possible you should travel to work alone using your own transport.</p> <p>Cleaning: We have provided additional cleaning materials to clean common contact surfaces; doors, handles, buttons, equipment screens, telephone handsets and desks, etc. Please use these materials regularly and say if more required. Please empty bins each night. Keep offices well ventilated.</p> <p>Moving about within office: Please keep to one at a time in kitchen areas, toilets and give consideration when moving through doorways and stairs etc.</p> <p>Visitors: Access to the office is restricted. Please meet visitors, other employees and contractors outside of the office building when possible keeping to the 2m Social Distancing rules.</p>	1	5	5	<p>Responsible Person Area supervisor</p> <p>Monitoring Responsibility Site Supervisor</p> <p>Supervisor review signature & date _____</p>

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							<p>Restricted Activities: Non-essential physical work that requires close contact or skin to skin contact must not be conducted.</p> <p>If you feel ill, Do not report for work. Phone in and let the office know.</p>				
	Use of company vehicles and plant	Ill health, death	Employees,	4	5	20	<p>Frequent cleaning of objects and surfaces that are touched regularly, such as door handles, fuel pumps and vehicle keys, and making sure there are adequate disposal arrangements.</p> <p>Wash hands before boarding vehicles or plant.</p> <p>Retaining sufficient quantities of hand sanitiser /wipes within vehicles to enable workers to clean hands after each delivery / drop-off.</p> <p>Clearing workspaces and removing waste and belongings from the vehicle at the end of a shift.</p> <p>Plan dedicated users to vehicles and plant to reduce usage by others</p>	1	5	5	<p>Responsible Person Area supervisor</p> <p>Monitoring Responsibility Site Supervisor</p> <p>Supervisor review signature & date _____</p>
	Travelling in close proximity to others. The virus is spread by the infected person touching surfaces(door handles, desks, tables etc., releasing airborne droplets by coughing or sneezing, persons	Ill health, death	Employees,	4	5	20	<p>Where possible workers should travel to site separately.</p> <p>If workers have no option but to share transport, they should try to:</p> <ul style="list-style-type: none"> • Share with the same individuals and with the minimum number of people (up to a maximum of 6) at any one time • Keep the windows open • Travel side by side or behind other people, rather than facing them, where seating arrangements allow • Maximise the distance between people 	1	5	5	<p>Responsible Person Area supervisor</p> <p>Monitoring Responsibility Site Supervisor</p> <p>Supervisor review signature & date _____</p>

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	touching (e.g. handshaking) and then touching face/eyes/mouth						<ul style="list-style-type: none"> Wear a face covering The vehicle should be cleaned between journeys, especially touch points, using gloves and standard cleaning products. 				
	Being in close proximity to others in welfare facilities.	Ill health, death	Employees, sub-contractors, visitors,	4	5	20	Where possible the Principal Contractor should provide additional welfare facilities or stagger the use of them.	1	5	5	Responsible Person Area supervisor Monitoring Responsibility Site Supervisor Supervisor review signature & date _____
	Exposure to Covid 19 virus	Ill health, death	Employees, sub-contractors, visitors, members of the public	4	5	20	Employees may be required to wear FF P3 masks. These masks have been issued to site personnel for protect against dusts while undertaking their work. Fit testing face masks to avoid transmission: coronavirus (COVID-19) Tight-fitting respirators (such as disposable FFP3 masks and reusable half masks) rely on having a good seal with the wearer's face. A face fit test should be carried out to ensure the respiratory protective equipment (RPE) can protect the wearer. Ensure wearer is clean shaven and be Face Fit Tested.	1	5	5	Responsible Person Area supervisor Monitoring Responsibility Site Supervisor Supervisor review signature & date _____

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