







## Risk assessment for : T W C (Services) Ltd









<b>Risk assessment name</b>	(COVID-19) site visit	<b>Assessment type</b>	 General
<b>Assessor name</b>	Simon Atkins	<b>Affected site(s)</b>	All
<b>Assessment date</b>	18/05/2020	<b>Review period</b>	Annually
<b>Approved by</b>	Simon Atkins	<b>Review date</b>	18/05/2021
<b>Approved date</b>	18/05/2020	<b>Reference</b>	T W847340











Workspace(s)	Description
 Access / Egress  Attic  Cellar  Office  Outside Area	<p>This Risk Assessment is an example only and must be reviewed/amended to suit your own business practices and working environment.</p>

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)

## Risk assessment for : T W C (Services) Ltd








 <p>Bodily Fluids (Infection) Risk of ill health/disease/death due to exposure to infectious agents/pathogens from bodily fluids from coughing and sneezing</p>	<p>All staff, Contractors, Management, Members of the public, Operators, Student / pupil, visitors</p> <p>How Many? 10+</p> <p>How? Respiratory problems, ill health, fatality</p>	<p> <b>Health Screening Completed</b> Employees to complete health screening questionnaire upon initial employment and it will be reviewed annually.</p> <p>If employees disclose certain health conditions, the responsible person will consult with internal HR and, when required, a registered medical practitioner, to consider relevant additional precautions and reasonable adjustments to their role. Anyone showing symptoms of covid 19 to not attend work and get tested</p> <p> <b>Hygiene Procedures in Place &amp; Followed</b> Welfare facilities provided with soap, hot water and paper towels. Wash hand regularly for 20 seconds.</p> <p> <b>Information, instruction and training given on hygiene</b> Information, instruction and training to be provided to staff on the importance of good hygiene</p> <p> <b>Use Of Hand Sanitisers</b> Use of a hand sanitiser to reduce the risk/spread of infection</p> <p> <b>Infection control procedure</b> Employees have been trained in infection control procedures prior to work commencing. Elearning module re covid 19 issues to all staff</p> <p> <b>PPE Issued, Worn &amp; Kept In Good Condition</b> Disposable impervious gloves, eye protection, face shields, and issue recorded. report any faults or wear and tear to supervisor immediately for replacement.</p>	<p>2 x 5</p> <p> <b>10</b></p> <p>Medium</p>
--	--	---	---

**Risk assessment for : T W C (Services) Ltd**






Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>COVID-19 (Coronavirus Infection) Risk of ill health due to exposure to the COVID-19 (Coronavirus)</p>	<p>All staff, Contractors, Management, Members of the public, Operators, Student / pupil, visitors</p> <p>How Many? 10+</p> <p>How? Respiratory problems, ill health, fatality</p>	<p> <b>Cleaning</b> Using a disposable cloth, first clean hard surfaces with warm soapy water Then disinfect these surfaces with the cleaning products you normally use. Pay particular attention to frequently touched areas and surfaces, such as bathrooms, grab-rails in corridors and stairwells and door handles</p> <p> <b>Good Housekeeping Observed During The Task</b> Good housekeeping standards observed &amp; maintained by operatives throughout the duration of the task</p> <p> <b>Infection Control Procedures In Place</b> If an area has been heavily contaminated, such as with visible bodily fluids, from a person with corona virus, Consider using protection for the eyes, mouth and nose as well as gloves and apron. Observe additional site procedures in place. Carry out on site risk assessment and if social distancing cannot be maintained, or risk is elevated, do not attend</p> <p> <b>Social Distancing</b> Avoid gatherings, non-essential use of public transport, work from home, keep 2 metres apart. Attend site in own vehicle</p> <p> <b>Social Distancing (Public and Staff)</b> As per government guidance a 2 metre 'zone' per person should be implemented where possible to limit human to human contraction of COVID-19 corona virus</p> <p> <b>Suitable &amp; Sufficient Welfare Facilities Provided</b> To include hot/cold water, soap, means of drying, well ventilated and kept in an orderly condition. Wash hands regularly with soap and water, and after removing gloves, aprons</p>	<p>2 x 5</p> <p> <b>10</b></p> <p>Medium</p>

(COVID-19) site visit

## Risk assessment for : T W C (Services) Ltd

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
		and other protection used whilst cleaning	
 <p>Contaminated Work Surfaces (Infection) Risk of ill health/disease/death due to exposure to infectious agents/pathogens on work surfaces</p>	<p>All staff, Contractors, Management, Members of the public, Operators, Student / pupil, visitors</p> <p>How Many? 10+</p> <p>How? Respiratory problems, ill health, fatality</p>	<p> <b>Cleaning Schedules in Operation</b> Increased cleaning frequency in place</p> <p> <b>Cleaning surfaces</b> Any bodily fluids are cleaned up following company procedures and disposed of appropriately. Cleaning an area with regular household disinfectant after someone with suspected corona virus has left will reduce the risk of passing the infection on to other people</p> <p> <b>Correct Disposal Contaminated Material</b> Contaminated material is disposed of in accordance with current guidelines. Wherever possible, wear disposable or washing up gloves and aprons for cleaning. These should be double bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished</p> <p> <b>No unauthorised access</b> The amount of virus living on surfaces will reduce significantly after 72 hours. If an area can be kept closed and secure, wait until this time has passed before cleaning</p> <p> <b>Use Of Hand Sanitisers</b> Use of a hand sanitiser to reduce the risk/spread of infection. Use regularly and on entering or leaving rooms and premises.</p>	<p>3 x 4</p>  <p>12</p> <p>Medium</p>

## Risk assessment for : T W C (Services) Ltd

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Poor Hygiene (Infection) Risk of ill health/disease due to exposure to infectious agents/pathogens from poor hygiene practice</p>	<p>All staff, Contractors, Management, Members of the public, Operators, Student / pupil, visitors</p> <p>How Many? 10+</p> <p>How? spread of infection, respiratory problems, ill health, fatality</p>	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p><b>Good Hand Washing Procedures Observed</b></p> <p>Good hand washing procedures observed to reduce the risk of skin disorders and promote good hygiene. Wash your hands more often and for 20 seconds. Vehicles to have hand washing facilities in place - water and soap. Use soap and water or a hand sanitiser when you:</p> <ul style="list-style-type: none"> <li>• Get home or into work</li> <li>• Blow your nose, sneeze or cough</li> <li>• Eat or handle food</li> </ul> </div> <div style="width: 45%;">  <p><b>Use Of Hand Sanitisers</b></p> <p>Use of a hand sanitiser to reduce the risk/spread of infection</p> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;">  <p><b>Suitable &amp; Sufficient Welfare Facilities Provided</b></p> <p>To include hot/cold water, soap, means of drying, well ventilated and kept in an orderly condition.</p> </div> </div>	<p>3 x 3</p>  <p>9</p> <p>Low</p>

## Further control measures

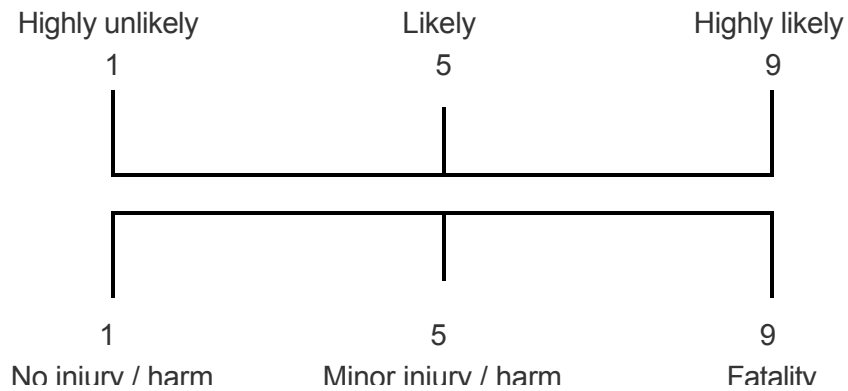
None required

## **Operating procedures**

- 1.Empty all bins and replace bags move all waste to outside bins.
- 2.Tops to be cleaned using a proprietary cleaner sprayed directly onto the tops and wiped off using a colour coded cloth.
- 3.The surfaces will be wiped with a dry cloth to remove any smears
- 4.All appliances will be wiped down and left smear free
- 5.Floor area to be swept and mopped.
- 6.Place wet floor signs until dry.
- 7.Remove on completion of work.

## Risk rating explanation

Risk ratings are calculated by considering the likelihood of an event occurring along with the severity of the potential consequence should an accident occur. After considering existing control measures, values are assigned to the likelihood and severity from the scales below and these figures multiplied to established the risk rating.



9	18	27	36	45	54	63	72	81
8	16	24	32	40	48	56	64	72
7	14	21	28	35	42	49	56	63
6	12	18	24	30	36	42	48	54
5	10	15	20	25	30	35	40	45
4	8	12	16	20	24	28	32	36
3	6	9	12	15	18	21	24	27
2	4	6	8	10	12	14	16	18
1	2	3	4	5	6	7	8	9
	Severity							

## What do your risk ratings mean?

- Risk is categorised as LOW: Look to reduce risk if practicable
- Risk has been categorised as MEDIUM: Begin to plan your action to reduce the risk immediately
- Risk has been categorised as HIGH: Immediate action required to reduce the risk

Assessor's signature: Simon Atkins

Approved by signature: Simon Atkins