

RISK ASSESSMENT – COVID-19

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Information about the virus

A coronavirus is a type of virus. As a group, coronaviruses are common across the world. COVID-19 is a new strain of coronavirus first identified in Wuhan City, China in January 2020.

The incubation period of COVID-19 is between 2 and 14 days. This means that if a person remains well 14 days after contact with someone with confirmed coronavirus, it is unlikely that they have been infected.

The following symptoms may develop in the 14 days after exposure to someone who has COVID-19 infection:

- Cough
- Difficulty in breathing
- Fever

Generally, these infections can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease.

Protecting yourself and others

Continue to follow the prevailing advice to prevent infection, including washing your hands frequently with soap and water for at least 20 seconds. From a company



perspective, we will also be following the relevant in country government advice, which currently advises working from home where possible and minimising non-essential travel and maintaining social distance (2metres where possible). Guidance is changing almost daily, we will continue to follow relevant in country government guidance.

What to do if you have a concern

If there is a concern that you have been exposed to coronavirus (e.g. by coming into contact with an infected person, or having travelled through an affected area) then you should seek appropriate local public health advice dependent upon your country of residence.

Currently advice seems to vary considerably between countries.

In the UK that is to use the online 111 coronavirus service to determine whether any action is required or not: <https://111.nhs.uk/covid-19>

If the guidance requires you to self-isolate, then this advice should be followed. If you are required to self-isolate in case of contamination or because you have tested positive, please let Andy or Darren know so we can see how best we can support you.

CQA Business

Our primary concern in this current situation is the health and well-being of our teams (direct employees and sub-contractors). Currently advice, particularly relating to travel, is that no non-essential journeys should be undertaken. Given that, and to minimise the risk we are asking all employees and sub-contractors to work from home wherever possible. For business meetings, we suggest video conferencing, skype or other electronic means of communication, to reduce potential exposure to the virus.

We are however conscious that a large amount of our work cannot be undertaken from home and a large proportion of UK based work is within the waste management sector, a sector which is included on a list of industries described by the Government as a "critical sector". Waste sector employees have been granted key worker status during this Covid 19 Pandemic. This category includes employees who operate collection, treatment and disposal facilities and the support staff necessary to keep these vital public services running. Environmental responsibilities of permit holders remain unchanged, and as such the Quality Assurance of projects must remain in place throughout any infrastructure construction projects.

We have provided the below Risk Assessment details which should be followed if any employees or sub-contractors are required to work on site during the Covid-19 pandemic. This assessment does not detract from any other pre-existing risk assessment for site operations or undertakings and presents additional requirements which should be followed.

Self-Isolation

Anyone who meets one of the following criteria should not come to site:

- Has a high temperature or a new persistent cough - follow the guidance on self-isolation
- Is a vulnerable person (by virtue of their age, underlying health condition, clinical condition or are pregnant)
- Is living with someone in self-isolation or a vulnerable person.

If yes to any of the above, please inform line manager with immediacy and do not attend site.

Office work

- Facilities are provided for increasing the frequency of hand-washing and surface washing (additional cleaning materials and hand sanitiser will be available).
- We will make every reasonable effort to ensure that working from home is the first option
- When this is not possible we will make every effort to comply with the government social distancing guidance (2m or 1m with risk mitigation where 2m is not possible.)

Travel to and from site

When travel restrictions are in place it is essential to have on you a permit to travel outlining the requirement you are undertaking forms essential works in a "critical sector".

If you are not in receipt of this document, please do not travel. Should you run into any enforcement difficulties please contact direct line manager or client as per details provided on the permit to work.

Wherever possible you should travel to site alone using your own transport , if using public transport you must wear a facemask

Use hand cleaning facilities as soon as practical after entering site. This should be soap and water wherever possible or hand sanitiser if water is not available

Signing in

Signing in should be undertaken verbally on site (weighbridge).

Do not use a communal pen to sign in.

Site meetings, discussions, inductions

Social distancing should be employed at all times maintaining a minimum 2m distance if possible (or 1m if 2m is not possible) as per government guidance. If surfaces need to be touched by multiple persons, please ensure disposable gloves are worn and disposed of following their use. If no gloves are available hand washing should follow government guidance.

Only absolutely necessary meeting participants should attend any meetings

- Attendees should be two metres (or 1m if 2m is not possible) as apart from each other
- Use side to side seating where possible
- Rooms should be well ventilated / windows opened to allow fresh air circulation
- Consider holding meetings in open areas where possible.

Site works

Site works should follow standard H&S rules. Due to the nature of our works we are lone workers in most circumstances with other workers operating machinery. You have no reason to be close to other staff and they should remain in vehicles at all times while works are being undertaken.

Material testing, preparation etc should be undertaken as normal with no other persons present in the "laboratory" area. Hand washing should as normal be undertaken thoroughly and regularly as per government recommendations.

Break times

You should be self-sufficient at all times and avoid communal areas for such break times.

Vehicles should be used for breaks and flasks should be taken to site from home where possible for hot drinks.

Always wash hands before eating and drinking

Take waste home with you and clean any utensils at home and not in communal kitchens.

Toilet Facilities

- Wash hands before and after using the facilities

- Use tissue and dispose of appropriately for touching door handles, locks and the toilet flush

Changing Facilities, Showers and Drying Rooms

Please take all clothes and boots home for drying where practical. If unsuitable then please exercise social distancing while using facilities and maintain your own condensed storage area.

With the current control measures in place the risks are qualitatively assessed as (tick one)	Low	Medium	High
	✓		

Additional control measures to mitigate risks

Follow government guidance at all times and use common sense above all to ensure your own safety.

Waste Management sites are inherently dangerous workplaces when compared to office environments, however the additional risk presented by Covid-19 can sensibly be mitigated by following the above simple procedures.

All other site specific H&S rules should be followed at all times.

If at any time you feel that you are exposed to increased risk please leave the site/situation and contact your direct line manager.

Procedure if Someone Falls Ill

If you develop a high temperature or a persistent cough while at work, you should:

- Return home immediately
- Avoid touching anything
- Cough or sneeze into a tissue and put it in a bin, or if you do not have tissues, cough and sneeze into the crook of their elbow.

You must then follow the guidance on self-isolation and not return to work until your period of self-isolation has been completed.

Proposed and approved by (signed and dated)

Director



06/04/2020