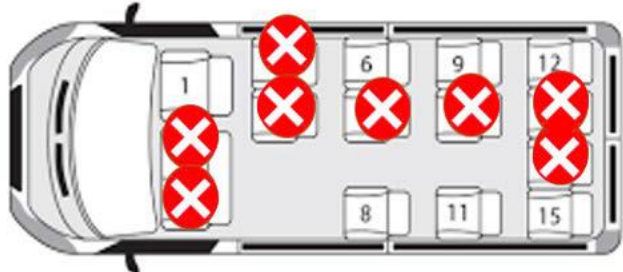
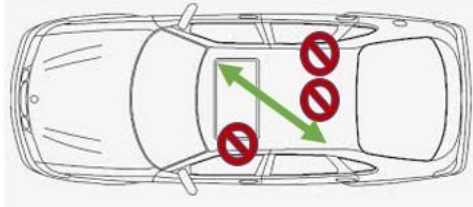


SMS002/01 WORKPLACE RISK ASSESSMENT

Location:	Various sites and offices	Project No.:	NA	Risk Assessment Reference No.:	RA132
Assessed by:	Keith Kelsey	Date:	May 2020	Activity: Site and office work	Travelling to and from work during the Covid-19 pandemic
Review date:	To be reviewed after any changes to the work activity or as guidance changes.				

What are the hazards? <small>(something that has the potential to cause harm)</small>	Who might be harmed and how?	Risk rating <small>Prior to controls in place (1 to 5, S x L=R)</small>			Evaluation of Risk Rating = Likelihood (L) x Severity(S) <table border="1" style="margin: 10px;"> <tr> <th colspan="2">Severity</th> <th colspan="2">Likelihood</th> </tr> <tr> <td>Rating 1 = Trivial injuries or infection or none. No lost time</td> <td>Rating 1 = Very unlikely</td> <td colspan="2"></td> </tr> <tr> <td>Rating 2 = Minor injury or illness, requires treatment</td> <td>Rating 2 = Unlikely</td> <td colspan="2"></td> </tr> <tr> <td>Rating 3 = serious injury or illness, Over 7 days</td> <td>Rating 3 = Likely</td> <td colspan="2"></td> </tr> <tr> <td>Rating 4 = Major injury or illness - Notifiable</td> <td>Rating 4 = Very likely</td> <td colspan="2"></td> </tr> <tr> <td>Rating 5 = Fatality, Disabling injury, etc</td> <td>Rating 5 = Almost Certain</td> <td colspan="2"></td> </tr> <tr> <td colspan="2"></td> <td colspan="2">Low Risk</td> </tr> <tr> <td colspan="2"></td> <td colspan="2">Medium Risk</td> </tr> <tr> <td colspan="2"></td> <td colspan="2">High Risk</td> </tr> </table>	Severity		Likelihood		Rating 1 = Trivial injuries or infection or none. No lost time	Rating 1 = Very unlikely			Rating 2 = Minor injury or illness, requires treatment	Rating 2 = Unlikely			Rating 3 = serious injury or illness, Over 7 days	Rating 3 = Likely			Rating 4 = Major injury or illness - Notifiable	Rating 4 = Very likely			Rating 5 = Fatality, Disabling injury, etc	Rating 5 = Almost Certain					Low Risk				Medium Risk				High Risk		Residual Risk rating <small>After controls in place (1 to 5, S x L=R)</small>
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Coronavirus (Covid-19)	Employees and contractors infected with virus leading to symptoms including possible respiratory problems.	5	3	15	<ul style="list-style-type: none"> Minimise the number of people travelling together in any one vehicle. Use fixed travel partners, e.g. the same persons travelling together. Increase ventilation when possible in the vehicle Avoid sitting face-to-face when travelling. <p>When travelling to sites using multi person vehicles (e.g. minibuses & vans), plan the layout of vehicles to allow for social distancing. The example below shows seating arrangements to maximise distances.</p> 	5	1	5																																		

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					<p>If sharing a car allow the maximum distance as possible for example diagonally opposite from the driver at the rear of the vehicle.</p>  <p>Face masks/coverings can be used for when travelling to reduce any possible spread.</p> <ul style="list-style-type: none"> Wash or sanitise hands once at work and when leaving. Clean shared vehicles between shifts or on handover. Keep vehicles clean using sanitising wipes particularly handles on doors, steering wheels etc. Avoid peak travel times where possible particularly on the rail/tube and bus services. Use own transport where necessary to avoid public transport particularly for operational staff on sites. If there is no other option but to use public transport avoid peak travel times. Avoid travelling to other offices. 																																								

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					<p>Note: Attention must be made to the daily updates by the government and other official sources to control the spread of the virus. The main message is to work from home where you can.</p> <p>Daily activity briefings (DAB's) or toolbox talks are to be used to update the workforce as information changes.</p> <p>Employees and contractors are to stay at home if unwell and have symptoms. Remind workers daily to only come into work if they are well and no one in their household is self-isolating.</p> <p>Employees and contractors are to make their line/site managers aware of any health conditions that may affect their safety and possible vulnerability to infection.</p> <p>All employees and those working on JFHR sites shall adhere to these control measures and their responsibilities as identified in the Health and Safety at work etc. Act, Section 7 that they <i>'take reasonable care of the health and safety of themselves and others who may be affected by their acts and omissions at work'</i>.</p>																																												

Associated risk assessments (these must be used in conjunction with this risk assessment).	
Reference no.	Title