

<b>Tasks that require team to work closer than prescribed 2m social distancing measures during the COVID 19 outbreak</b>					<b>Completed by:</b> HSQE&IS					
Location:					<b>Reviewed</b> See BMS		<b>Next Review</b> See BMS			
Describe the hazard and explain how it might cause harm	Who/what would be at risk	Likelihood x Severity = Risk Factor / Rating				Control Measures	Likelihood x Severity = Risk Factor / Rating			
		L	S	RF	RR		L	S	RF	RR

Ensure all controls are applied, if you are unable to apply all necessary controls work should STOP and issue escalated to relevant manager.

Health & Safety										
Bio Hazards (Covid-19) - able to maintain 2m social distancing measures	Employees, Public, Contractors	3	4	12	Medium	<p>Be fit for work - if you are displaying the symptoms of COVID19 you must follow the government guidance and self isolate. If you start to display symptoms at work, high temperature or a persistent cough, they should return home immediately and follow the Government guidance and contact their line manager.</p> <p>Mechanical equipment used to reduce the need for team manual handling activities. Develop working techniques to prevent the need to work in 2m proximity e.g. a tool to be used rather than physically touching an item of equipment.</p> <p>Avoid touching your face, wash hands regularly using soap and water</p> <p>If using task specific gloves, ensure they are sterilised with an antibacterial wipe before removing them. Machinery and equipment controls should be wiped down on a regular basis</p> <p>Site meetings - Only absolutely necessary meeting participants should attend, attendees should be two metres apart from each other, rooms should be well ventilated / windows opened to allow fresh air circulation. Consider marking out the ground with 2 metre spacings for better spacial awareness. visual reminders displayed to keep social distancing measures.</p> <p>Additional cleaning being completed in communal areas including door handles by site cleaning staff on a daily basis.</p> <p>Antibacterial gel freely available throughout the building supplied by FM.</p> <p>Staff to be routinely reminded of the importance of social distancing both in the workplace and outside of it. Management checks to ensure this is adhered to.</p> <p>Only essential visitors and contractors will be allowed on site and must be supervised by that member of staff.</p> <p>Contractors need to have a risk assessment for CV19 before task can start.</p>	1	4	4	Low
Working less than 2 metres apart. Close proximity with colleague - COVID 19	Employees	4	4	16	High	<p>Only tasks that can be carried out safely should be undertaken. Key tasks need to be identified that have to be completed less than two metres apart and alternative methods have been reviewed.</p> <p>Review the use and ability to put up partitions between colleagues.</p> <p>Consider using a tool to operate equipment rather than the need to physically touch an item of equipment.</p> <p>Ensure hands are clean using either; hand sanitizer, antibac wipes or soap&amp;water prior to team working.</p> <p>Use suitable face mask to prevent inhalation of respiratory droplets, ensure fitted correctly</p> <p>Use suitable goggles, which offer a good seal around eye area</p> <p>The more close fitting the mask, the more effective a barrier it creates. It is therefore recommended to keep facial hair as short as possible, ideally to stay clean shaven.</p> <p>Tasks should be of a short duration, returning to appropriate social distancing controls immediately when task complete.</p> <p>Training on how to add and remove PPE to be completed before use (TBT available on BMS).</p> <p>Disposal of Gloves/face mask should be placed into a sealed bag or disposal.</p>	1	4	4	Low
Working less than 2 metres apart. Close proximity with colleague - COVID 19 unable to implement suitable controls	Employees	4	4	16	High	STOP WORK	1	4	4	Low
wellbeing - mental and physical	Employees	4	3	12	Medium	<p>Management will promote mental health &amp; wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help. Wellbeing guidance and information has been issued out to all line managers and EAP promoted.</p>	1	3	3	Low

Environment - N/A

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Disposal of PPE waste		Employees, Public, Contractors	4	4	16	High	PPE including all gloves, face masks as well as any wipes used to clean and sterilise area should be placed in a bag. The bag should be sealed/tied to hold all waste inside. This bag can be placed in general waste allowing 72hours for virus to die prior to waste uplift.	1	4	4	Low

Quality - N/A