



DEPT/ EQUIPMENT TO BE ASSESSED: COVID-19	DATE ASSESSED: 19/05/2020
ASSESSORS: Health and Safety Committee Members	REVIEW DATE: Ongoing
	COPIES SENT TO: All

HAZARD	WORKPLACE PRECAUTIONS	SEVERITY	LIKELIHOOD	RISK FACTOR			Notes
				L	M	H	
The Spread of COVID-19	Social Distancing in all areas (2 Metres)	5	2		X		
The Spread of COVID-19	Hand Washing and Drying Facilities	5	2		X		
The Spread of COVID-19	Cleaning of shared objects and surfaces that are touched regularly	5	2		X		
The Spread of COVID-19	Conference calls instead of face to face meetings	5	2		X		
The Spread of COVID-19	Reasonable steps to help people work from home	5	2		X		
The Spread of COVID-19	No Visitors allowed on the site without Management authorisation	5	2		X		
The Spread of COVID-19	No external visits allowed without Management Authorisation	5	2		X		
The Spread of COVID-19	Employee to declare before entering the workplace if they or any of there family have symptoms	5	2		X		
The Spread of COVID-19	Additional protection / care of the extremely vulnerable individuals	5	2		X		
The Spread of COVID-19	Wearing of PPE as appropriate	5	2		X		
The Spread of COVID-19	Signage	5	2		X		
The Spread of COVID-19	Hand Sanitiser stations	5	2		X		
The Spread of COVID-19	Keep doors open to avoid touching handles	5	2		X		
The Spread of COVID-19	Minimise unnecessary contact at Goods Inwards and Dispatch with external drivers.	5	2		X		

Scoring System

Requirements for Risk Control Scoring (RCS) additional information	KEY	SEVERITY X LIKELIHOOD = RISK FACTOR	
Current Government Guidelines continue to be issued to all Employees via Company Notice Boards and must be followed at all times.			
	1 - 6 Low	1 No injury	1 Rare
	7-14 Med	2 Minor injury No time lost	2 Unlikely
	15-25 High	3 Time lost - up to 3 days	3. Probable
		4 Time lost - above 3 days	4. Very likely
		5 Severe - Injury/death	5. Certainty