



Prepared By: HSEQ

**RISK ASSESSMENT**

| Hazard Description                                                    | Persons at Risk                                 | Control Procedures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Probability of Incident Occurring |   |   |   | Severity of Hazard |   |   |   | Risk Overall Ranking |
|-----------------------------------------------------------------------|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|---|---|---|--------------------|---|---|---|----------------------|
|                                                                       |                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Rating                            | H | M | L | Rating             | H | M | L |                      |
| Staff /household members displaying symptoms synonymous with Covid 19 | Staff members, Residents, Members of the public | No staff member is permitted to attend work if they, or a member of their household are displaying symptoms synonymous with Covid 19 <b><u>UNDER ANY CIRCUMSTANCES</u></b> . Staff are instructed to self-isolate in accordance with government guidelines and are not permitted to return to work until they have completed their isolation period or have received a negative Covid 19 test result where applicable. Any staff member attending work unwell with symptoms similar to Covid 19 will be sent home and may be subject to disciplinary action | 1                                 |   |   | X | 5                  | X |   |   | Low                  |
| Travelling to property without using public transport                 | Staff members                                   | Staff should travel to site separately without using public transport where possible. All operational staff are provided with company vehicles – where required they should liaise with their designated apprentice/ mate to collect and drop them off to eliminate reliance on public transport. No other persons are permitted to travel in their vehicles. Staff should ensure they regularly clean hot spot areas such as handles, racking, steering wheel etc.                                                                                         | 1                                 |   |   | X | 5                  | X |   |   | Low                  |



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|---------------------------------------------|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|---|---|---|--------------------|---|---|---|----------------------|------|
|                                             |                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Rating                            | H | M | L | Rating             | H | M | L |                      |      |
| Accessing property                          | Staff Members / Residents / Members of the Public | Prior to attending , the client will complete a triage with the resident to confirm that non household member is displaying symptoms or self isolating, Residents are required to allow entrance to property and remove themselves to a separate area whilst works are being undertaken to adhere to social distancing requirements. Internal doors and windows to be opened to prevent unnecessary touching of surfaces and to allow for additional ventilation. Staff are required to utilise PPE provided when undertaking works in properties. Forced entries are only to be undertaken when accompanied by a client representative and where social distancing requirements are being observed. | 4                                 | X |   | X | 5                  | X |   |   |                      | High |
| Prior to works being undertaken in property | Staff Members / Residents                         | On arrival at properties staff/ client representative to ascertain with residents that no occupant is isolating/ quarantining or displaying symptoms of Covid 19. If on arrival at property concerns are raised over residents health, staff are instructed not to enter the property and to refer back to the client via their onsite representative for further instruction                                                                                                                                                                                                                                                                                                                        | 2                                 |   |   | X | 5                  | X |   |   |                      | Med  |



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|--------------------------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|---|---|---|--------------------|---|---|---|----------------------|
|                                      |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Rating                            | H | M | L | Rating             | H | M | L |                      |
| Works being undertaken in properties | Staff members, Residents | Staff to only undertake works when resident has removed themselves to a separate room whilst works are being undertaken to ensure social distancing measures are adhered to. Internal doors and windows to be opened to prevent unnecessary touching of surfaces and to allow for additional ventilation Staff to only come in to contact with surfaces where needed and to use antibacterial wipes on areas they are working on both before and after install/repair. Covid PPE provided to be utilised – single use gloves, ffp2 mask in dusty environments, face coverings , shoe coverings and where necessary single use overalls. Face coverings must now be worn when working in an enclosed space. Engineers with cause for exemptions , such as asthma, will not be required to wear face coverings but will still need to ensure resident is residing in a separate room at all times and abide by all other precautions . | 1                                 |   |   | X | 5                  | x |   |   | Low                  |



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|----------------------------------------------------------------------------------------------------------------------------------|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|---|---|---|--------------------|---|---|---|----------------------|
|                                                                                                                                  |                 |                                                                                                                                                                                                                                                                                                                  | Rating                            | H | M | L | Rating             | H | M | L |                      |
| Are handwashing / sanitizing arrangements available immediately where working areas are accessed                                 | Staff members   | All operational staff are provided with individual hand sanitisers to use when working remotely.                                                                                                                                                                                                                 | 1                                 |   |   | x | 5                  | x |   |   | Low                  |
| Can staff work (including using shared equipment) without compromising 2m social distancing and having any skin to skin contact. | Staff members   | Staff are required to observe current social distancing where possible. Operational staff may be paired in designated teams that remain together to reduce risk of cross contamination. These teams are permitted to work closely together where the works designate that it would otherwise be unsafe to do so. | 2                                 |   | x |   | 5                  | x |   |   | Medium               |
| Prevention of cross contamination / Possible infection                                                                           | Staff members   | Wherever possible, same engineer or team to attend properties to reduce cross contamination and reduce amount of persons they / residents come in to contact with                                                                                                                                                | 5                                 | x |   |   | 5                  | X |   |   | High                 |



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|                                      |                                                             |                                                                                                                                                                                                                                                                                                                                             | Rating                            | H | M | L | Rating             | H | M | L |                      |
| Can emergency procedures be observed | Staff members, members of the public and emergency services | In an emergency, such as a fire, staff do not have to stay 2mtr apart if it would be unsafe as per government guidance. Works to be capped only where safe to do so and staff instructed to retreat from area to a place of safety. Only when in an area of safety are staff to raise alarm where necessary and contact their line manager. | 2                                 | X |   |   | 5                  | X |   |   | Medium               |

| Probability Rating |               | Hazard Severity |                   |
|--------------------|---------------|-----------------|-------------------|
| 1                  | Very unlikely | 1               | No injury         |
| 2                  | Unlikely      | 2               | Minor injury      |
| 3                  | Likely        | 3               | Reportable injury |
| 4                  | Often         | 4               | Major injury      |
| 5                  | Certain       | 5               | Fatality          |

| Probability x Hazard Severity |           |
|-------------------------------|-----------|
| 0-1                           | Very low  |
| 2-6                           | Low       |
| 8-12                          | Medium    |
| 15-20                         | High      |
| 25                            | Very High |

**SIGN OFF SHEET**

