

RISK ASSESSMENT & METHOD STATEMENT

FOR

PRECAUTIONS AGAINST CORONAVIRUS – COVID19



FIDES GF
consulting

Fides GF Consulting Ltd

2 Beverley Court

26 Elmtree Road

Teddington

Middx

TW11 8ST

Tel: 0203 870 2201

| Date of Issue | Comments | Ref No. | Authorised by | Revision |
|---------------|----------------|---------------|----------------|----------|
| 250620 | Issued to site | FGFC/RAMS/001 | Gordon Fleming | 01 |
| | | | | |
| | | | | |

Location: Various

Issue Number: 01

Compiled by: Gordon Fleming

Company Position: Director

Date Compiled: 250620

Date Issued: 250620

Table of Contents.

1. Project Details
2. Scope of Works
3. Programme
4. Project Management
5. Access Arrangements
6. Sequence of Operations.
7. Health, Safety & Environmental Hazards Associated with The Works
8. COSHH
9. Storage Arrangements
10. Waste Management
11. Plant & Equipment
12. PPE
13. Mechanical & Manual Handling
14. Emergency Arrangements
15. Welfare
16. Training & Competence
17. Monitoring
18. Co-Operation with Other Contractors
19. Associated Documents
20. Risk Assessment
21. Briefing Log

Prior to starting any works, an onsite a dynamic assessment is to be carried out and any amendments needed are to be made to this written safe system of work

1. PROJECT DETAILS

Site based work

2. SCOPE OF WORKS (Virus Prevention Measures)

Virus Prevention measures on site

3. PROGRAMME

Start Date:

Duration:

4. PROJECT MANAGEMENT

Contracts Manager –

Site Foreman –

Operatives -

5. ACCESS ARRANGEMENTS

Follow instructions as described during site induction, pay attention to maintaining social distancing, wearing of gloves, avoiding leaving site during working hours (contact with public), and preventing unauthorised access.

Parking on the public highway must comply with statutory regulations and be considerate to others.

6. SEQUENCE OF OPERATIONS. (Virus Prevention Measures)

If You

- Have a high temperature or a new persistent cough?
- 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.

Then You should not be on site.

If You

- Develop a high temperature or a persistent cough while at work
 - **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 your elbow.**
 - **phone your supervisor to advise them**

Hygiene

- Wash you hands upon entering and leaving site to prevent spreading the virus inside and out
- Wash hands regularly.
- Clean regularly touched surfaces, such as canteen, toilet door / flush handles, kettles, microwave and pen of signing in book.
- Don't touch your face, (until hands have been cleaned).
- Wear gloves on site.
- 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 your elbow.
- No Spitting
- Do not share items of clothing, PPE, Cups, teaspoons etc.
- See site posters displayed on site safety board, regarding Action, hand cleaning and NHS poster regarding trapping coughs & Sneezes

Keep your distance

- Always stay 2 metres apart from one another, including breaktimes
- If possible, work away from others, (be careful you can be seen, or others know where you are as we don't want you injured, and nobody knows).
- If queuing or passing someone allow 2 m space
- Use stairs in preference to lifts and hoists.

- If it is essential to work close to someone, keep it as brief as possible.
 - Avoid skin to skin contact
 - Consider wearing a mask, safety glasses and gloves.

Stop Unnecessary Journeys

- Bring your own food to site, don't leave site to use shops or takeaways.
- Ensure you have all the materials & equipment needed to do your work.

Above all follow all government advice especially regarding hygiene and travel, only attend this site if you feel comfortable doing so.

7. HEALTH, SAFETY & ENVIRONMENTAL HAZARDS ASSOCIATED WITH THE WORKS

List of hazards associated with works.

Hazard

- Coronavirus (Covid-19) contracting and or passing virus to others.

RA attached

Yes

Additional control measures

Risk assessments to be checked at site inspections and updated as necessary.

Risk Assessments

Covid-19

8. COSHH

Details of any hazardous materials to be used or encountered:

Material

- Hand soap
- Hand sanitisers
- Trade wipes
- Domestic Bleach & Disinfectants

Coshh attached.

Additional control measures.

Coshh register to be checked at site inspections and updated as necessary.

9. STORAGE ARRANGEMENTS

Materials will be delivered to site in operatives' vans as needed to minimise storage.

10. WASTE MANAGEMENT

All waste such as used tissues and hand wipes etc to be bagged prior to disposal by licensed contractor. Waste Transfer Notes will be obtained when waste is transferred to another person and retained for 2 years.

11. PLANT & EQUIPMENT

Cleaning Items

Soap

Disinfectant / bleach

Paper hand towels / hand drier

12. PPE

Safety boots.

In addition to task specific PPE

High Visibility Jackets (To identify contractors)

Gloves

If working alongside someone within 2m personal space, especially indoors

Safety Glasses (to prevent droplets entering eyes)

Masks (FFP20 with P3 filters)

13. MECHANICAL & MANUAL HANDLING

Job specific

14. EMERGENCY ARRANGEMENTS

Anyone who starts to display Coronavirus symptoms is to leave site and immediately phone the site manager to advise of their condition.

For Normal site operations

Operatives to be made aware of site emergency arrangements at site induction.

The nearest A&E Department is located at:

As described in site induction.

15. WELFARE

Welfare facilities will be as described within site induction, maintain 2 m personal space, try to stay apart and use own vehicle or as weather permits stay outdoors.

16. TRAINING & COMPETENCE

All site staff will be suitably competent and experienced.

All site staff will attend any site safety induction.

All site staff will attend an induction briefing on this Method Statement and associated Risk and COSHH Assessments.

17. MONITORING

The site supervisor will ensure that operatives receive a daily task briefing and will monitor compliance.

18. CO-OPERATION WITH OTHER CONTRACTORS

Site management will inform the client of identified or potential adverse interface with other works.

19. ASSOCIATED DOCUMENTS

a) Risk Assessments; Covid-19



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Gordon Fleming

20. RISK ASSESSMENT

Risk Assessment

| | | | |
|--|------------------------|--|---------------------------|
| Risk Assessment Ref. | Coronavirus - Covid-19 | | |
| Contract Location: | Various | | Issue date: 250620 |
| General Activities / Scope of Work: Manned security guarding | | | |

| What are the hazards: | Who might be harmed? | How | Risk Rating | | | Precautions already in place | Residual Risk Rating | | |
|-----------------------|---|--|-------------|----------|------|---|----------------------|----------|------|
| | | | Probability | Severity | Risk | | Probability | Severity | Risk |
| Contracting Covid 19 | Employees Contractor Members of the public Vulnerable persons who can suffer fatal consequences from contracting the infection | Transmission from an infected person by: Usually expelling bodily fluids, via sneezing or coughing. Person to person contact, such as shaking hands with someone who has contamination on their hands. | 5 | 5 | 25 | <ul style="list-style-type: none"> <input type="checkbox"/> Maintain good personal hygiene. <input type="checkbox"/> Trap coughs and sneezes, binning tissue and then washing hands. <input type="checkbox"/> Wash hands regularly, especially after contact with others or shared spaces. <input type="checkbox"/> Don't touch own face or touch others. <input type="checkbox"/> Clean surfaces that may have been contaminated using viral killing methods. <input type="checkbox"/> Self-isolate if have new persistent cough or high temperature. <input type="checkbox"/> Where possible avoid persons with persistent cough or high temperature. <input type="checkbox"/> Where possible avoid large groups of people or close proximity, maintain a 2m space. <input type="checkbox"/> Where possible avoid contact with persons from vulnerable groups. | 1 | 5 | 5 |



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| What are the hazards: | Who might be harmed? | How | Risk Rating | | | Precautions already in place | Residual Risk Rating | | |
|---|--|--|-------------|----------|------|---|----------------------|----------|------|
| | | | Probability | Severity | Risk | | Probability | Severity | Risk |
| Contracting Covid 19 when travelling to and from site | <p>Employees Contractor Members of the public</p> <p>Vulnerable persons who can suffer fatal consequences from contracting the infection</p> | <p>Transmission from an infected person by: Usually expelling bodily fluids, via sneezing or coughing.</p> <p>Person to person contact, such as shaking hands with someone who has contamination on their hands.</p> | 5 | 5 | 25 | <ul style="list-style-type: none"> <input type="checkbox"/> Wherever possible workers should travel to site alone using their own transport <input type="checkbox"/> Avoid public transport wherever possible <p>If workers have no option but to share transport:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Journeys should be shared with the same individuals and with the minimum number of people at any one time <input type="checkbox"/> Good ventilation (i.e. keeping the windows open) and facing away from each other may help to reduce the risk of transmission <input type="checkbox"/> The vehicle should be cleaned regularly using gloves and standard cleaning products, with particular emphasis on handles and other areas where passengers may touch surfaces | 1 | 5 | 5 |



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|-----------------------|---|---|-------------|----------|------|---|----------------------|----------|------|
| | | | Probability | Severity | Risk | | Probability | Severity | Risk |
| Contracting Covid 19 | Employees Contractor Members of the public Vulnerable persons who can suffer fatal consequences from contracting the infection | An employee showing symptoms of COVID-19 may pass the virus onto others they come into contact with | 5 | 5 | 25 | If a worker develops a high temperature or a persistent cough while at work, they should: <ul style="list-style-type: none"> <input type="checkbox"/> Ensure their manager or supervisor is informed <input type="checkbox"/> Return home immediately <input type="checkbox"/> Avoid touching anything <input type="checkbox"/> Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. <input type="checkbox"/> They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed. | 1 | 5 | 5 |

| Persons at Risk | Probability | | Severity | | | | | | |
|-----------------|------------------|---|----------|----|----|----|----|------------------------|-------------------|
| | | | 5 | 4 | 3 | 2 | 1 | | |
| | | | L | Pr | Po | R | I | 8-25 Not Acceptable | |
| P – Public | Likely (L) 5 | 5 | C | 25 | 20 | 15 | 10 | | 5 |
| E - Employee | Probable (Pr) 4 | 4 | Ma | 20 | 16 | 12 | 8 | | 4 |
| C – Contractor | Possible (Po) 3 | 3 | R | 15 | 12 | 9 | 6 | | 3 |
| V – Visitor | Remote (R) 2 | 2 | S | 10 | 8 | 6 | 4 | | 2 |
| | Improbable (I) 1 | 1 | Mi | 5 | 4 | 3 | 2 | 1 | 1-6 Acceptable |

21. BRIEFING LOG

SITE:

Job Number

Briefing delivered by:

| NAME. | POSITION. | DATE |
|----------------|-----------|--------|
| Gordon Fleming | Director | 250620 |
| | | |

I confirm that I have attended a site induction and have received, understood and agree to comply with the contents of this risk assessment & method statement and its associated documents and have had the opportunity to make amendments if required.

I confirm that I do not have any symptoms associated with Covid-19 or have knowingly been exposed to the virus. also, I agree that I am aware of the risks posed by Covid-19 to myself and those I have contact with and that it is my choice I present myself for work. I also agree to inform the company if I display symptoms and I will immediately leave site to seek professional guidance.

| NAME | COMPANY | DATE | SIGNATURE |
|------|---------|------|-----------|
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