



**SITE SPECIFIC RISK ASSESSMENT**

Contract No.:  
 Contract Title:  
 Scope / Description / Location of Works:  
 Potential exposure to COVID 19 Virus

LIKELIHOOD ( L )      SEVERITY ( S )

5. Almost Certain      5. Very High - (death / permanent incapacity)  
 4. Likely                4. High - (major injury / severe incapacity)  
 3. Possible              3. Moderate - (injury / 3 days off)  
 2. Unlikely              2. Slight - (minor injury / immediate first aid)  
 1. Remote                1. Negligible - (no or trivial injury or illness)

Risk Factor ( RF ) = Likelihood x Severity

Risk Assessment Ref.: **SSRA / 01**  
 Assessment Date: **18/09/2020**  
 Issue Status: **02**  
 Assessed by: **Martin Burke**  
 Approved by:  
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Hazard Identified	Risk / Effects / Consequences before Controls	Persons at Risk	DEGREE OF RISK (uncontrolled)			Control Measures / Minimise Risk by	REMAINING RISK (with controls)			Further Action Required (if RF = 12 or more)	Responsibility for Control
			L	S	RF		L	S	RF		
			1-5	1-5	1-25		1-5	1-5	1-25		
<b>COVID 19 – Personal Contact</b> Staff & Visitors – Site Offices & works	Infection, severity dependent on age & health of individual	Bethell staff, visitors, sub-contractors and delivery personnel	4	4	16	Avoid unnecessary personal contact, do not shake hands, observe government guidelines for “Social Distancing”, Maintain 2m distance from others  Use alternative methods for communication – Phone, Skype, Microsoft Teams, Zoom etc  Limit gatherings to two persons only, where possible meet outdoors or in a well ventilated venue maintaining social distancing  Plan deliveries and work activities in order to reduce the numbers of people in work areas  Explain COVID 19 rules to all site visitors  Stagger start, finish & break times to avoid high number gathering  Where possible sit back to back or side to side, rather than face to face  <b>Observe directives given in Bethell COVID 19 briefing</b>	2	4	8		Site Manager



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<p><b>COVID 19 – Personal Hygiene</b> Staff &amp; Visitors – Site Offices &amp; works</p>	<p>Infection, severity dependent on age &amp; health of individual</p>	<p>Bethell staff, visitors, sub-contractors and delivery personnel</p>	<p>5</p>	<p>3</p>	<p>15</p>	<p>Ensure you regularly wash your hands using the washing areas or hand sanitiser. Hand sanitiser and tissues will be issued to all site offices. Use tissues to touch handles then dispose of in bin. Clean hands after entering or leaving the office</p> <p>Try not to touch your eyes, nose or mouth before washing/sanitising your hands</p> <p>Cough or sneeze into a tissue or your elbow (not your hands). Tissues will be supplied to the office</p> <p><b>Remember Catch It Bin it Kill it</b></p> <p>Clean and disinfect surfaces and frequently touched items</p> <p>If staff members feel they have symptoms of the virus then they should return home and self-isolate following the government guidelines or 7 or 14 days</p> <p>Advise visitors that they do not allow anybody who has visited countries or regions that have been deemed a higher risk to attend meetings or site visits. The locations currently identified as having a higher risk are defined by the NHS on the following website <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/advice-for-travellers/">https://www.nhs.uk/conditions/coronavirus-covid-19/advice-for-travellers/</a></p>	<p>2</p>	<p>2</p>	<p>4</p>		<p>Site Manager</p>
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<p><b>COVID 19 – Work spaces &amp; accommodation</b> Staff &amp; Visitors – Site Offices &amp; works</p>	<p>Infection, severity dependent on age &amp; health of individual</p>	<p>Bethell staff, visitors, sub-contractors and delivery personnel</p>	<p>4</p>	<p>4</p>	<p>16</p>	<p>Maintain a clean work area, dispose of rubbish and unwanted items</p> <p>Where possible sit back to back or side to side in the office 2m apart, avoid face to face.</p> <p>Canteen areas to be deep cleaned and follow up surface cleaning before and after break times</p> <p>Do not leave personal items in the canteen</p> <p>Toilet areas to be deep cleaned on a regular basis, general cleaning on a daily basis. Social Distancing within toilets (No more than 2 people in toilet block at one time)</p> <p>Work surfaces to be cleaned regularly throughout the day</p>	<p>2</p>	<p>2</p>	<p>4</p>		<p>Site Manager</p>
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<p><b>COVID 19 – Site Works</b></p>	<p>Infection, severity dependent on age &amp; health of individual</p>	<p>Bethell staff, visitors, sub-contractors and delivery personnel</p>	<p>4</p>	<p>4</p>	<p>16</p>	<p>Carry our Daily Point of Works Risk Assessment</p> <p>Visible reminders of important Rules to follow displayed throughout the site.</p> <p>Effective handwashing facilities – Hand sanitizer, soap and tissues available</p> <p>Only 1 person per vehicle unless from the same household</p> <p>Sharing of PPE and RPE is forbidden. Government Guidelines to be adhered for return to work, after symptoms have stopped.</p> <p>2 Meter separation to be strictly observed at all times and in all environments. <b>(1m + with risk mitigation where 2m is not viable)</b></p> <p>Where face to face working is essential to carry out a task when working within 2m:</p> <p>Workers are to limit face to face working and work facing away from each other when possible</p> <p>Keep this to 15 minutes or less where possible &amp; wear a face mask</p> <p>Issue a Permit to Work where activities where less than 2m distance may be required</p> <p>Provide additional supervision to monitor and manage compliance</p>	<p>2</p>	<p>2</p>	<p>4</p>		<p>Site Manager</p>
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					<p>Canteen numbers to be restricted</p> <p>Welfare attendant to monitor usage, cleaning and replenishment of essentials</p> <p>All previous Tools and materials subject to a two-man lift Must now be lifted mechanically .e.g. Manhole risers, Wacker plates, Generators.</p> <p>Operator to ensure water supply hose from the dust suppression maintains 2-meter rule.</p> <p>When working on a public highway, footway or on unadopted highways then the traffic Management and segregation is to ensure a 2 Meter safe working zone from members of the public and 3rd parties</p> <p>No Hand tools are to be shared without being cleaned.</p> <p>Increased use of handwashing before eating of food</p> <p>Consider the types of work being carried out and make changes as necessary (e.g. those where lots of close contact / touch points)</p> <p>Daily review of the situation to be communicated verbally</p>					
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						<p>Consider restricting works to only those necessary</p> <p>Consider face masks as a reminder to not touch the Face</p> <p>No signing of Delivery Tickets</p> <p>Gloves to be worn at all times when working.</p> <p>1 man allocated to 1 machine with an enclosed Cab and for the cab to be locked immediately upon exit.</p> <p>Deep clean to be carried out if operator to change</p>					
Office work stations – Work spaces, keyboards	Infection, severity dependent on age & health of individual	Bethell staff, visitors, sub-contractors	4	4	16	All staff & visitors to use hand sanitiser or wash hands for 30 seconds on a regular basis. Try not to use other people's keyboards or answer their telephones (if this happens use hand sanitiser or wash hands immediately after)	2	2	4		Site Manager
Stairs & Stairwells – Handrails	Infection, severity dependent on age & health of individual	Bethell staff, visitors, sub-contractors	4	4	16	All staff and visitors must still use handrails when using the stairs, there will be hand sanitisers at both the top and bottom of the stairs which must be used	2	2	4		Site Manager
Delivery of external items (parcels, letters etc) – Touching after delivery	Infection, severity dependent on age & health of individual	Bethell staff, visitors, sub-contractors	4	4	16	After handling external items please use hand sanitiser or wash hands immediately	2	2	4		Site Manager

