

Project Title:	CORONAVIRUS (COVID 19)					Risk Assess. No.:	D13							
Task/Activity:	Travelling to and from Workplace and entry to site					Project No.:								
						Date Prepared:								
HAZARDS						Likelihood			Severity				Risk Score	
Ref.	Key hazards associated with the above task/activity.					Probable	Occasional	Remote	Catastrophic	Critical	Serious	Marginal	Negligible	Likelihood x Severity
	Score:					3	2	1	5	4	3	2	1	
1	Contracting COVID 19						X		X					10
2	Transmitting COVID 19						X		X					10
3														
Risk Assessment Scores:		10+ High Risk			5-9 Medium Risk			1-4 Low Risk						
PERSONS AFFECTED						PPE REQUIREMENTS								
Operatives	X	Members of Public	X	Site Visitors	X	Harness & Lanyard		Hi-Viz Clothing		Respiratory Protection	X			
Other Workers	X	Managers	X	Young Persons	X	Hearing Protection		Eye Protection		Head Protection				
Others	X					Gloves	X	Boots		Sanitiser	X			
ADDITIONAL CONTROL MEASURES														
Information/Instruction/Training							Managerial Controls							
<ul style="list-style-type: none"> ➤ The Site Manager will ensure this Risk Assessment is conveyed to all site workers and visitors at induction stage prior to any works commencing and record confirmation. 							<ul style="list-style-type: none"> ➤ The Site Manager will ensure all designated cleansing points at site entrance will be well supplied and cleaned at all times. ➤ The Site Manager will control all site visits. ➤ All workers attending site will be asked certain questions daily, ascertaining to their current health i.e. have they been unwell over weekend or over night, do they have a temperature or persistent cough? If the answer is yes they will not be allowed on site and asked to return home to isolate. ➤ Site attendance daily records will be controlled by site manager ➤ Records of the above will be monitored daily. 							

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	<ul style="list-style-type: none"> ➤ Site inductions will be limited to 1 worker at a time. These can take place in the site welfare room , if the site induction can be carried out outside then induction numbers can be increased, but 2 metre social distancing must be adhered to. ➤ Site toolbox talks will be limited to 1 workers at a time. These can take place in the site welfare room , if the site induction can be carried out outside then induction numbers can be increased, but 2 metre social distancing must be adhered to. ➤ Site Meetings will not take place on site, where external persons need to attend on site meetings, briefings, safety talks will only be conducted only where 2m distancing can be maintained.. ➤ This risk assessment will be read by all persons at induction stage, the risk assessment must have protective cover to reduce transmission risk and record sheet maintained. ➤ All visitors will be discouraged, unless essential. This will include client's, architects and other professional bodies. If it is impossible to resolve a problem on site by any other means, such as photographs, emails etc and one of the Professional Team has to attend site, then he / she must follow this Risk Assessment and adhere to all the rules outlined in it. ➤ If visiting is essential then risk assessment will be required, induction also specific to each visitor. ➤ At all times the Site Manager must carryout suitable monitoring of this risk assessment and if necessary remove persons who do or will not comply.
<h3>Physical Controls</h3>	<h3>Procedural Controls</h3>
<ul style="list-style-type: none"> ➤ A designated entrance will be identified on site for all site personnel to use throughout this project. This designated access point will be reviewed during the project depending on what activities are taking place: The access point will be closed unless deliveries are taking place. ➤ Site access point will need to be monitored throughout the project to ensure 2m self-distancing is being maintained 2m distance marker will be shown. Site Manager will decide if start and finish times might be need to be staggered to reduce congestion. ➤ Hand washing and sanitiser facility will be located at the access point to the site and will be cleaned as a minimum twice a day by a nominated member of the site team. Site cleaning register will be completed every time this is cleaned. ➤ Workers will be required to wash their hands and sanitise before entering and leaving site. 	<ul style="list-style-type: none"> ➤ When travelling at work or between site locations, workers should travel alone. If workers have no option but to share a vehicle, then they should: ➤ Share with the same individuals and with the minimum number of people at any one time. ➤ Wherever possible maintain a distance of two metres and avoid touching their faces ➤ Maintain good ventilation (i.e. keeping the windows open) and face away from each other during the journey ➤ Wash their hands for 20 seconds using soap and water or hand sanitiser if soap and water are not available before entering and after getting out of the vehicle ➤ Regularly clean the vehicle using gloves and standard cleaning products, with particular emphasis on handles and other surfaces which may be touched during the journey.

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<ul style="list-style-type: none"> ➤ Site parking must adopt the same principles as social distancing i.e. 2 metres between vehicles. If this is not possible additional parking must be found. 	
HSE & Other Guidance	Comments
<ul style="list-style-type: none"> ➤ Public Health England Guidelines ➤ Construction Leadership Council (version 3 14/4/2020) 	<ul style="list-style-type: none"> ➤ It is essential that all workers follow this PHE Guidelines on social distancing ➤ Appendix 1 gives good guidance on travel restrictions and cleaning regime to be implemented ➤ Appendix 2 COVID 19 Self-declaration questionnaire
<p style="text-align: center;">Residual Risk Rating Considering the above control measures</p>	<p>Site Manager:</p> <p>Name:</p> <p>Signature:</p> <p>Date:</p>
<p style="text-align: center;">MED/LOW</p>	

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Appendix 1

Recommend Maximum road vehicle seating arrangements

No of seats	Max no of occupants	Seating arrangement
2	1	1 driver
3	2	1 driver 1 in the far passenger seat
5	2	1 driver 1 in the far passenger seat

Vehicle cleaning regime



- **Steering wheel**
- **Gearstick**
- **Handbrake**
- **Door handles**
- **Radio & infotainment controls**
- **Steer column (indicators, windscreen wipers, cruise control)**
- **Elbow rests**
- **Seat position controls**
- **Door frame**

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**Appendix 2
COVID 19 Questionnaire/Self Declaration**

In the interest of safety of the people of this site, their families and the community, Site Management ask that you complete the following questionnaire/self-declaration daily. Your co-operation and support are appreciated. You will be requested to leave the site if you answer YES to Questions 1, 2 or 3 on any date.

Question	Yes	No
1. Have you been in close contact with anyone who are confirmed with having COVID-19 virus?		
2. Do you live in the same household with someone who has symptoms of COVID-19 who has been in isolation within the last 14 days?		
3. Do you have any of the following typical COVID-19 symptoms; fever, abnormal high temperature exceeding 37.8 , persistent coughing, or breathing difficulties/shortness of breath?		
4. Have you returned to the UK from another country within the last 14 days?		
If YES, where?		

I confirm that I have responded to the questions above truthfully based on my current condition and I commit to advising the Site Management Team and excluding myself from site if this situation changes (i.e. if a point in the future, I would answer “yes” to any of the above questions)

Name: _____
 Company: _____
 Signature: _____
 Date: _____ Week
 commencing: _____
 Date: _____
 Date: _____
 Date: _____
 Date: _____
 Date: _____
 Date: _____
 Date: _____
 Date: _____

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