

MPH Covid risk assessment form

Date:	Ref. No:	Review Date:	Assessor/s:		Assessors Signatu	ire:
12 th May 2020	COVID19	12 th July 2020	Ele Ioannou		E man	
Description of task t				Area or I	Dept:	Mr Plant Hire PLC
COVID-19 Virus Infec	tion Control			Persons Ex contractor,	posed (e.g. employee, public etc)	Employee

Section A - Hazard Identification and Initial and Risk Assessment

Review how the task is, or is going to be, undertaken. Consider each step in the task. If possible, observe how the task is undertaken. When conducting this review, ensure you consult personnel who are involved and consider any existing documentation that may have a bearing on your assessment (e.g. documented procedures and policies, equipment used for task, chemicals, substances employed, services used (electricity, gas, compressed air etc.) or maintenance procedures.

Section B - Additional Risk Control Measures

Identify any hazard which has a risk rating greater than five (5). If no hazards are rated greater than five (5) then the risk assessment is complete. If there are hazards with a risk rating of greater than five (5) then additional risk control measures need to be considered. For each hazard identified as requiring an additional risk control measure, review the hazard and decide what additional controls can be introduced to sufficiently reduce the risk to an acceptable level. Re-calculate the revised risk rating taking into account the proposed additional controls.

Ref	Hazard	Potential Harm	rm Existing Risk		Existing Risk Level of Risk		Additional control	Residual risk		isk	Person	Date to
			Control Measures	Prob- ability	Severity	Risk Score	measures	Prob- ability	Severity	Risk Score	responsible	Complete
01	Exposure to contaminated person(s) and/or surfaces.	Infection with COVID-19	Current Government guidance to be followed including not expecting employees who are vulnerable or shielding to attend work. All staff who can work from home are provided with suitable arrangements for homeworking.	3	4	12	Where staff are required to attend office, occupied workstations must be a minimum of 2 metres apart. Any desks between designated workstations should be put out of use. Individuals identified as "at risk" by the government to inform line manager and continue self-isolation as advised by NHS. Individuals are not to undertake any site visits or attend offices.	2	4	8	Manager for overseeing, individual persons to carry out task	



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	Communal areas should		
Wash hands regularly.	be put out of use if 2		
	metre distance cannot		
Hand washing facilities	be maintained.		
made available where			
possible. Use of alcohol	Provide adequate		
disinfectant gel/wipes	supply of cleaning and		
where suitable	disinfectant materials		
handwashing not			
available.	All work surfaces and		
	utensils should be		
Dianaaahla tawala/hat	cleaned and disinfected		
Disposable towels/hot			
air drying only in use.	before and after use.		
A de muete annuisien ef			
Adequate provision of	Where possible air		
pedal action (or similar)	circulation systems		
waste bins for	should be switched off.		
contaminated wipes,			
tissues, etc.	Within workplaces -		
	clean down of work		
Practice social	surfaces, keyboards,		
distancing – maintain 2	telephones, etc at start		
metre distance	and end of working day.		
between individuals.			
	Within vehicles - clean		
Travel to site in	down all interior		
isolation either walking,	surfaces/contact points		
cycling or driving. Avoid	at start and end of		
use of public transport.	journey.		
	, ,.		
Any equipment to be	Where equipment is		
cleaned and disinfected	taken onto site/off site,		
before/after site visit.	appropriate cleaning		
	equipment and		
Restrict site visits to	chemicals should be		
essential	provided to employee.		
circumstances only.	provided to employee.		
Where possible	Where site visits are		
	deemed necessary, site		
meetings should be	controls for destination		
conducted remotely.			
	should be obtained. If		



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Limit visits to office to	no adequate controls		
essential persons only.	are in place then a		
	dynamic risk		
Limit contact with any	assessment is required.		
surfaces, equipment, or			
materials when on site.	Where site visits are		
	necessary it should be		
Provision of PPE –	requested that only one		
Suitable RPE if work is	person from the site		
within hazardous area	attends to limit		
or where potential for	exposure. Social		
contamination cannot	distancing should be		
be controlled by social	maintained at all times.		
distancing. Contaminated PPE	Where social distancing		
	may not be possible at		
should be removed	all times a dynamic risk		
prior to leaving site and	assessment must be		
disposed of safely.	undertaken.		
Guidance			
posters/electronic	Where possible use		
briefing to staff.	telecast apps to provide		
	on-site images/data		
Procedure	remotely.		
communicated to all			
staff, clients and	Provide all staff		
contractors	undertaking site visits		
	with appropriate waste		
	containers for potentially		
	contaminated clothing		
	and PPE.		
	Avoid food and drink		
	from site. It is		
	recommended that you		
	make arrangements for		
	food and drink to be		
	sourced from home and		
	consumed in isolation.		



02 sym /feve brea	lleague developing nptoms (cough ver/shortness of ath) prior to ending work	Infection with COVID-19	Individual(s) with any symptoms should self- isolate. Current Government guidance to be followed Procedure communicated to all staff.	4	3	12	If COVID confirmed Line manager to review all persons with whom infected individual may have come into contact in last 14 days and consider if they need to self- isolate	4	2	8	
sym /feve	lleague developing nptoms (cough /er/shortness of ath) at work	Infection with COVID-19	Current Government guidance to be followed Individual must remain at least 2 metres from other people and avoid touching people, surfaces and objects. Inform line manager and immediately leave premises and go home.	4	4	12	All potentially contaminated areas to be cleaned and disinfected as per Government guidance: <u>https://www.gov.uk/gove</u> <u>rnment/publications/covi</u> <u>d-19-decontamination- in-non-healthcare- settings/covid-19- decontamination-in-non- healthcare-settings</u>	4	3	12	



Section C - Additional Comments

Add any other comments that are relevant to the risk assessment.

The following task specific documents should be read in conjunction with this risk assessment:

UK Government Guidance: https://www.gov.uk/coronavirus

	Severity									
		Trivial 1	Minor 2	7-day 3	Major 4	Fatal 5				
	Very likely 5	5	10	15	20	25				
ţ	Probably 4	4	8	12	16	20				
Probability	Possible 3	3	6	9	12	15				
Pre	Remote 2	2	4	6	8	10				
	Improbable 1	1	2	3	4	5				

Level of risk	Action and timescale
High	You should not start work until the risk has been reduced. You may have to set aside considerable resources to reduce the risk. If the risk involves work in progress, you should take urgent action. If it is not possible to reduce the risk even with unlimited resources, you must stop all work.
Medium	You must try to reduce the risk, but should carefully measure the cost of prevention. You should use measures to reduce the risk within a defined time period. If the medium risk is associated with extremely harmful consequences, you may need to carry out another assessment to identify more precisely the likelihood of harm. This will help you decide whether you need to use improved control measures.
Low	You don't need to take action or keep documentary records. Monitoring is necessary to make sure that the controls are still effective.



Task Assessed	COVID-19 Risk Assessment	Reference Number, if applicable	COVID19	Date of Risk Assessment	12 th May 2020
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Communication of this RA

This RA must be communicated to all employees

Employees must acknowledge receipt of the RA and confirm they understand all of the control measures by signing below.

Name	Signature	Date	Name	Signature	Date