**Risk assessment**

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| Task: | COVID 19 – General Risk Assessment | Ref: | C19/1 | |
| Location: | **Primera Cleaning Agency - London** | Area: | | Client Sites |

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| **Likelihood** | **Severity** |
| **1**. Likely to occur | **A**. Death or major disability |
| **2**. Possible occurrence | **B**. Lost time injury/illness or needing medical attention |
| **3**. Extremely unlikely to occur | **C**. Minor first aid only no time off work. Damage to plant or equipment / other loss |

Is a work permit required? Yes ❑ No ❑

Are there persons at higher risk? Yes 🗹 No ❑

✓

**Significant hazards Risk evaluation**

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| Description | Likelihood | Severity | Risk rating  (eg H, M, L) |
| **Contamination and infection control** – Possible traces of COVID 19 within buildings, i.e. high contact points. | 2 | B | Medium |
| **Social distancing** - Adequate social distancing protocols, signage and communication prior to working. | 2 | B | Medium |
| **PPE** - Not being able to obtain adequate provisions of PPE and hand sanitizer due to a national shortage. | 2 | B | Medium |

**High risk** – Work must not be started. If already started stop immediately. Method of work to be reviewed and further controls introduced. Risk must be reduced before (re) commencement.

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| **Risk** | **A** | **B** | **C** |
| **1** | High risk | High risk | Medium risk |
| **2** | High risk | Medium risk | Medium risk |
| **3** | Low risk | Low risk | Low risk |

**Medium risk** – Investigate. Obtain advice to see if hazard can be further controlled

**Low risk** – risk reduced to level that can be endured having regard for legal obligations and PurityDS’s policy

**Current management preventative control measures**

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| Control measures | Priority (H/M/L) | Whose responsibility | Target date for completion |
| **Contamination and infection control**  Agree with Clients cleaning and disinfecting plans before and after they return to work. A full workspace disinfection, all fixtures and fittings, chairs, desks and high touch point areas. This will be enhanced upon reoccupation of buildings.  Working in agreement with Clients, for the same to be undertaken to common areas; main entrance, stairwells, handrails, toilets, lifts and high touch point areas.  Identification of the possibility to reduce high touch point areas, whilst maintaining security protocols, and to provide additional disinfectant sprays or wipes adjacent to each touch point to be used during the day.  Provision of separate bins on each floor for used disposable PPE. The emptying and disposal will be in line with Controlled Waste regulations, including contractors PPE. Where PPE bins are not available, PPE will be bagged, removed from site and disposed of in line with Controlled Waste Regulations  Hand sanitizer stations on the ground floor entrances and to every floor and throughout building areas and antibacterial hand soap in all washroom and kitchen areas to encourage the increased frequency of hand sanitizing and washing. Small bottles of 70% plus alcohol will be carried at all times  Agree with Clients that staff will be encouraged to maintain a clean desk policy to enable cleaning and disinfecting, and not to share pens and other objects.  Services to offer any return and set up of IT equipment from homes back to the office will be thoroughly cleaned and disinfected.  Management control of contractors working on site to ensure they follow Client rules and control measures.  Socially distanced site inductions with Clients on what to expect upon arrival and layout of the building, hand sanitizing, use of PPE, and following agreed social distancing measures.  Upon arrival to sign a Certificate of Wellness confirming no COVID-19 symptoms or have travelled into the UK from another country without quarantining first.  When undertaking fogging disinfection, the following PPE must be worn; nitrile gloves, face mask, goggles, coveralls, and overshoes. | H  H  H  H  H  M  M  H  H  H  H | Juan Carcheri  Juan Carcheri  Juan Carcheri  Juan Carcheri  Juan Carcheri  Juan Carcheri  Juan Carcheri  Juan Carcheri  Juan Carcheri  Juan Carcheri  Juan Carcheri | Upon instruction  Upon instruction  Upon instruction and whilst working  Whilst working  Whilst working  Upon instruction  Upon instruction  Whilst working  Prior to fogging  Prior to fogging  Prior to fogging |
| **Social distancing**  Follow all Client signage, lift usage with revised passenger limits, and directions of traffic routes within Client buildings.  Agreed modifications in holding internal and external meetings to ensure social distancing and to prevent possible transmission in the sharing of items. Not to hold meetings where possible, seats in meeting rooms to be distanced and or re-positioned to ensure physical distancing, pre-meeting notifications (if possible) sent to all attendees asking them to stay away if feeling unwell. | H  H | Juan Carcheri  Juan Carcheri | Whilst working  As planned |
| **PPE**  Additional PPE will be required in addition to infection risks being managed through social distancing and hygiene practices.  A supply of nitrile rubber gloves, goggles, half facemasks, coveralls and overshoes will be required to be worn at all times whilst undertaking fogging disinfection, with spares available. | H  H | Juan Carcheri  Juan Carcheri | Whilst working  Whilst working |

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| **Options for additional control measures to reduce risk**   |  |  |  |  | | --- | --- | --- | --- | | Description | Likelihood | Severity | Risk rating  (eg H, M, L) | | To have a communication and escalation procedure in place should the risk of infection suddenly increase both inside and outside of the building. | 2 | B | Medium |   Completed by: Juan Carcheri – Company Director – 12/08/2020 |

**Review**

Assessments shall be reviewed at least annually or where there has been a change which will affect its validity.

I hereby certify that this assessment and its associated method statement have been reviewed as still be accurate without the need for any amendment.

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| Date | Name | Job Title | Signature |
| 14/10/2021 | Soledad Patricia Castro Palet | Operations | Soledad Castro |
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