


Covid-19 Risk Assessment

MAP MECHANICAL

TASK	RETURN TO SITE	EMPLOYEES AT RISK	ALL MAP STAFF	
LOCATION/ AREA	THROUGHOUT UK	OTHER PERSONS AT RISK	CONTRACTORS, CLIENTS, CUSTOMERS	
APPROVED BY	ARRAN CRABTREE	RESPONSIBLE PERSON	ALL MAP EMPLOYEES, APPROVED SUBCONTRACTORS	

ACTIVITY	HAZARD	RISKS	PRE-CONTROL RISK RATING			CONTROL MEASURES	POST-CONTROL RISK RATING			COMMENTS
			1*	2**	1x2		1*	2**	1x2	
Social Distancing	Passing germs via Coughing or sneezing	A member of staff or public contracting the virus by means of breathing in covid laden air and becoming infected. Also being close can lead to a greater chance physical contamination of work surfaces via means of touching.	5	5	25	Maintain 2m Social distancing when possible. Invest in more temporary barriers and encourage staff to use them more when working on sites where there are high footfall in their areas. Ensure vans are provided with all the cleaning products required to ensure the vehicles are maintained for a clean working area.	2	5	10	Resource required: -Additional barriers to be made available to the staff. -Cleaning Products -Sanitiser dispenser for each van. -Posters to be created -Managers to ensure regular checks to vehicles and cleanliness of engineers clothing.

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					<p>Provide a hand sanitiser dispenser for each vehicle. To be topped up regular and each driver to ensure maintained.</p> <p>Ensure Site have correct signs up to show working area and importance of social distancing etc..</p> <p>Educate staff via company bulletins of the importance to the frequency of washing hands and ensure that all facilities are maintained and well stocked.</p> <p>All staff to be re-inducted on returning to work at MAP Mechanical office and then be provided with all PPE requirements to work safely to include but not be limited to reusable and disposable gloves, Safety Glasses</p>			
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					<p>and face masks.</p> <p>No more than 2 members of staff to travel in vehicles together. Some vans have 3 seats in the front of the vans and this way of travelling to be temporarily banned. It is recommended that anyone travelling in a van with another should wear face masks.</p> <p>Engineers to adhere with site specific recommendations. Where possible Map Mechanical shall try to only assign the minimum amount of staff to undertake the work that is required on that site.</p> <p>Staff shall avoid sharing anything- Pens, tools, PPE ect</p> <p>Maintain a clean</p>			
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						vehicle, with a full clean being undertaken once a week. Map mechanical managers to inspect the vehicles for this on routine occasions.				
Moving around worksites	Spread of covid 19 via touching surfaces and breathing/coughing near to others.	A member of staff or public contracting the virus by means of breathing in covid laden aire and becoming infected. Also being close can lead to a greater chance of physical contamination of work surfaces via means of touching.	5	5	25	We recommend that all staff wear masks and disposable gloves at all times whilst moving around the building and end user sites . This is not enforced, Just a recommendation Map Mechanical will ensure these are available from our workshop to replenish stock. No passing on tight stairs.	1	5	5	Resources Required -PPE to be provided by office staff

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						Where possible. MAP to only assign minimum number of staff required for job to keep the numbers whilst moving around site to a minimum.				
Visiting MAP office	Catching covid 19 via breathing in or touching surfaces then open body parts due to close vicinity of meetings.	A member of staff or public contracting the virus by means of breathing in covid laden air and becoming infected. Also being close can lead to a greater chance of physical contamination of work surfaces via means of touching	5	5	25	<p>Only attend the office if you really have to. If something is needed see if this can be brought to you by a member of office staff.</p> <p>Ensure that you do not wait about at the office for any reason. Attend, do what is needed then leave immediately.</p> <p>Follow all procedures that are in place with the office. All is well documented. Ensure hands are washed upon entering and leaving the workshop/office premises. Follow a one way system.</p>	1	5	5	Resource Required
Being in common areas	Catching covid 19 via breathing in or touching surfaces	A member of staff or public contracting the virus by means of	5	5	25	Please do not wait around in common areas . If you need to be in	2	5	10	Resource Required

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	then open body parts due to close vicinity of meetings.	breathing covid laden air and becoming infected Also being close can lead to a greater chance physical contamination of work surfaces via means of touching.			<p>them, So what is needed and then move on.</p> <p>Avoid sharing anything Pens,tools,PPE ect</p> <p>Try to take lunch from home and not use sites kitchen facilities if possible.</p> <p>Try to spread break times. If possible, don't undertake breaks at set times of the day. Try to work these in so that there is less traffic where you are taking your lunch.</p> <p>Do not use reusable items of drying such as towels. Please only use disposable items or electric hand dryers.</p> <p>Try to store clothing/personal goods ect in your vehicle rather than in the building.</p>			
Cleaning your workspace	Catching covid 19 via breathing in or	A member of staff or public contracting			Ensure than any workplaces are fully			Resource Required

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	touching surfaces then open body parts due to congested areas	the virus by means of breathing in covid laden air and becoming infected. Also being close can lead to a greater chance of physical contamination of work surfaces via means of touching	5	5	25	<p>cleared up at the end of each working day or if more local, when that task has been completed or is not going to be needed to work on for the foreseeable future. Do not leave waste hanging about. Dispose of immediately into bins.</p> <p>Adhere to methods set out in the RAMS that will be bespoke to that project.</p> <p>Keep vans cleaned and ensure to use hand sanitiser that will be provided to you.</p> <p>If you are working on an item/plant that has to be shared, IE cherry pickers, then engineers only to operate the item using disposable gloves and then dispose of as soon the work session is finished.</p>	1	5	5	-Good stock of cleaning products
Accidents / Emergency	Catching covid 19 via breathing in or	A member of staff or public contracting				Ensure that you have read the RAMS provided				Resource Required

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situations	touching surfaces then open body parts due to having to be close to people to assist.	the virus by means of breathing in covid laden air and becoming infected. Also being close can lead to a greater chance of physical contamination of work surfaces via means of touching	5	5	25	<p>to you that will detail all emergency procedures.</p> <p>Please be aware that if there is an emergency, then the main priority is the safety of the injured person. Any procedure put in place during the covid period ie social distancing need not to be adhered to in this emergency, But if possible adhere to them if this does not have a adverse effect on the person needing the emergency.</p>	1	5	5	-Good stock of PPE
Site Deliveries	Being Close to persons you are meeting / Boxes containing the virus	A member of staff or public contracting the virus by means of breathing in covid laden air and becoming infected. Also being close can lead to a greater chance of physical contamination of work surfaces via means of touching	5	5	25	<p>Make sure that pre-arrangments are in place to undertake site deliveries. Have a process arranged with the site you are on to ensure that the deliveries take the minimum amount of time possible.</p> <p>If any boxes are in the delivery spray them down with disinfectant before opening.</p>	1	5	5	<p>Resource Required</p> <p>-Tub of disinfectant spray for all vehicles</p>

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						Try to make arrangements to minimise deliveries required to sites. No part ordering try and get all in one delivery.				
General Hygiene in the work place	General risk of catching covid 19 via inhalation or touching infected surfaces and then touching open body parts	General risk of catching covid 19 via inhalation or touching infected surfaces and then touching parts of the body.	5	5	25	<p>Assess sites welfare arrangements prior to starting works. Ensure they are suitable and adhering to the government guidelines. If not report to your manager to make arrangements to ensure these are provided.</p> <p>Hand sanitiser , disposable gloves, paper towels, face masks all to be made available to all staff and stocks kept high.</p> <p>Increased company notices to be given out to ensure regular hand washing. To be mentioned in every toolbox talk. To ensure it hits home.</p>	1	5	5	<p>Resource Required</p> <p>-Good stock of PPE</p>

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					Engineers to only attend in good condition clean clothing. No excessively dirty clothing to be worn at work at any time.				
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The persons signing this assessment must check the information above to ensure it is relevant to this operation on this site. Additionally , any additional control measures deemed necessary must be included.

Target post control Rating=6 some pre-control ratings may be less than 6 but further controls are still to be considered.

Assessment Date	15/05/20	Review Date	Monthly	Copies issued To (for contract specific use)	Client-	Internal	Date:15/05/20
Approved for issue	<i>ACRABTREE</i>		(SIGNATURE)		All staff		Date:15/05/20
					Site file		Date:15/05/20
• Exposure Rating		1= Highly unlikely (one in ten years) ,2=Unlikely (one in a year), 3=Probable(>year,<month), 4= Highly probable (once a month), 5=Common (several times a month)					
** Severity Rating		1=Trivial, 2=Minor, 3=Under '7-day' injury, 4=Over '7-day' Reportable injury, 5=Fatality					

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Severity Rating	Exposure Rating				
	1	2	3	4	5
5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5

MATRIX KEY

LOW RISK =1-6

MEDIUM RISK = 8-12

HIGH RISK =15-25

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