

Designer Contracts Ltd

Risk Assessment

Reference: COVIDOCCPROP

Title	Coronavirus (COVID-19) – Working in Occupied Properties	Date Of Assessment	Tue 28 Feb 2023
Site	Designer Contracts Ltd Unit 8	Location	All Sites
Risk Assessor	Antony Maidens	Assisted By	Laura Cross
Non-Employees Involved	–	People At Risk	Sub-Contractors, Employees, Members of the Public
Task Description	Working in Occupied Properties during the Coronavirus pandemic		
Review Date	Wed 06 Mar 2024	Reviewer	Antony Maidens

Hazards

Hazard	Failure to follow Government policies
Risk Of Harm	Will lead to the spread of coronavirus infection among our workforce and anyone they come into contact with
Existing Control Measures	<ol style="list-style-type: none">1. We follow the Construction Leadership Council's site operating procedures for COVID controls measure2. Staff with family members in at risk categories or believe their circumstances to have changed have been instructed to inform their management team without delay. Decisions on home working in accordance with Govt. policy are taken on a case by case basis.3. Our arrangements and procedures are reviewed daily in the light of additional Govt. guidance as published at Gov.uk/Coronavirus4. The Government's COVID Act and associated Regulations and Orders have set a framework to prevent the spread of the virus. We have developed procedures and arrangements to work within those rules and guidance

Hazard	Uninformed Workforce
Risk Of Harm	Uninformed staff and sub-contractors who are not fully aware and understanding of the procedures and arrangements we have put in place to work within Government Policy on essential working could compromise our arrangements and jeopardise the health of others
Existing Control Measures	<ol style="list-style-type: none"> 1. Specific procedures and measures to reduce the risk of spreading Coronavirus have been prepared. These are based on NHS, Public Health and Government guidance and instruction. They are updated daily to reflect any changes in the official advice and guidance. 2. Warning posters are displayed at all our fixed workplaces. 3. Every member of staff has been fully briefed to ensure that that they are aware of the hazards and risks and understand the rules and procedures we have put in place

Hazard	Contact with Customers
Risk Of Harm	Risk of infection being passed from contacts or with contaminated premises and equipment
Existing Control Measures	<ol style="list-style-type: none"> 1. If entry to premises is required they are instructed to ask whether anyone has been diagnosed with COVID-19 or has been required to self-isolate. If the answer is no, visit as normal. 2. Discuss the working environment with the customer prior to visiting, ask that all internal doors are left open to minimise contact with door handles. Ask for open windows for ventilation and to be in a separate room/outside if the weather is fine whilst you are working. 3. If YES to any of the above questions please explain that we will not be able to attend today and ask the customer to call you when all symptoms have subsided. 4. Workforce instructed that physical contact with clients, such as handshakes, hugs, etc are not to be undertaken 5. Workforce instructed not to touch their eyes, nose or mouth, if their hands are not clean. 6. Workforce instructed to clean their hands frequently, using an alcohol-based hand sanitiser that contains at least 60-95% alcohol, or to wash their hands with soap and water for at least 20 seconds. 7. Workforce instructed to avoid contacts who are coughing, show signs of difficulty in breathing or sweating/fever, loss of, or change in, their normal sense of smell or taste (anosmia)If this occurs they are empowered to leave the premises

Hazard	Travel and Vehicles
Risk Of Harm	Risk of the spread of infection from vehicles and during travel
Existing Control Measures	<ol style="list-style-type: none"> 1. Where company vehicles are used they will be issued with sanitisers and are required to routinely sanitise surfaces and controls throughout the working day. 2. We will regularly clean common contact surfaces. 3. Cleaning shared vehicles between shifts or on handover

Hazard	Personal Hygiene
Risk Of Harm	Inadequate personal hygiene standards pose a risk of contracting the infection and cross contaminating and surfaces
Existing Control Measures	<ol style="list-style-type: none"> 1. Workforce instructed to clean their hands frequently, using a hand sanitiser containing at least 60% alcohol, or to wash their hands with soap and water for at least 20 seconds. Sanitiser has been provided to employees and sub-contractors will provide their own. 2. Workforce instructed not to touch their eyes, nose or mouth, if their hands are not clean. 3. Workforce instructed that a disposable tissue, should be used when coughing and or sneezing then put into bag and binned or pocketed until that procedure can be followed. 4. Workforce instructed that any potentially contaminated clothing and or personal protective equipment should be taken off and placed in a suitable plastic bag or container for appropriate action

Hazard	PPE
Risk Of Harm	Contact with potentially cross contaminated PPE may transmit infection
Existing Control Measures	<ol style="list-style-type: none"> 1. Where personal protective equipment is required in the course of work it has been provided. Workers instructed that it must be used when required. If it may have become contaminated it must be bagged and the contamination notified to the regional office. 2. PPE that is usually worn e.g. safety boots, hi-vis must continue to be used. The Government have stated that workplaces should not encourage the precautionary use of extra PPE to protect against COVID-19 outside clinical settings or when responding to a suspected or confirmed case of COVID-19.

Hazard	Tools and Equipment
Risk Of Harm	Cross contamination from multiple person using the same tools, plant & equipment may have a detrimental effect on health
Existing Control Measures	<ol style="list-style-type: none"> 1. All tools and equipment should be properly sanitised to prevent cross contamination. 2. The tools should be cleaned before and after use to prevent contamination. Tools/implements should not be held by teeth etc. (for example, holding a screw by your mouth). 3. Ensure all waste is taken with you upon completion of the job

Hazard	Developing Covid-19 Symptoms
Risk Of Harm	Danger of spreading the infection
Existing Control Measures	<ol style="list-style-type: none"> 1. If you develop symptoms of Covid-19 which are a new persistent cough and/or a high temperature and/or a loss of or change in your normal sense of taste or smell (anosmia) you must alert your Designer Contracts office . 2. If you develop symptoms whilst working you must immediately alert your Designer Contracts office who will contact the customer. 3. You must then wash/sanitise your hands, go home, taking your belongings with you, avoiding touching anything, cough or sneeze into a tissue and bin it, or into the crook of your elbow

Hazard	General Health and Safety
Risk Of Harm	General Health & Safety
Existing Control Measures	<ol style="list-style-type: none"> 1. Always park in appropriate areas and identify yourself to the homeowner. 2. Ensure correct PPE is worn, hard hat, hi visibility vest/jacket, knee pads, safety boots, gloves and shoe covers when entering the property. 3. Be courteous at all times and explain replacement procedure to the homeowner. 4. Do not use household facilities without permission from the homeowner. If permission is not granted please use public amenities' close by. 5. Ensure you are familiar with and have sight of COSHH sheets of the products being used and appropriate risk assessments. 6. If Household has pets, request for them to be closed away from the area you are working in. 7. Make sure the home owner keeps children away from the work environment until all work has been completed.

Hazard	Slips, Trips & Falls
Risk Of Harm	Serious injury to self and others.
Existing Control Measures	<ol style="list-style-type: none"> 1. Uneven surfaces – The risk of these can be reduced by providing walkways that are clearly designated as walkways, having good conditions underfoot, and being well lit. 2. Obstacles – Instances of slipping and tripping over obstacles can be dramatically reduced by everyone keeping their work and storage areas tidy and designating specific areas for waste collection 3. Wet or slippery surfaces – If a surface is slippery with mud it should be treated with stone, and if it is slippery with ice it should be treated with grit. Any areas that are slippery should be signposted. Ensure you stick to marked walkways when onsite to avoid trips and slips. 4. Trailing cables – Cordless tools should be used where possible. If this is not possible, cables should be run at high levels. 5. Report any unsafe work areas immediately. Ensure the area worked in is left clean and tidy. Observe/Obey any site Health & Safety posters/information/instruction, at all times. In the event of an accident please report to the first aider and report it to the Designer Contracts Office. 6. If using stairs, ensure the area is clear of obstruction and always ask for assistance if required

Hazard	Vulnerable People
Risk Of Harm	Vulnerable People
Existing Control Measures	<ol style="list-style-type: none"> 1. Ensure DBS certificate is available upon request. 2. Respect the rights, wishes and feelings of children, young people and vulnerable adults. 3. Ensure that employees and subcontractors obtain consent if access is required outside of the designated work area.

Hazard	Electricity
Risk Of Harm	Serious injury to self and others
Existing Control Measures	<ol style="list-style-type: none"> 1. Use of 110 volt or battery operated tools only. 2. Ensure portable appliances are PAT tested every 3 months and in date. 3. Adhere to site briefs relating to electrical works being carried out (if applicable). 4. Request power supply to be switched off if cutting around electricity sources.

Past Reviews

Review Date	Reviewer	Comments
Sun 05 Mar 2023	Antony Maidens	reviewed and updated
Sun 04 Sep 2022	Stacey Brereton	Risk and Control Measures reviewed and updated