

Risk Assessment for Covid-19 Specific

This Document relates the Risks attributed to Covid-19 with reference to; but not excluding any other parties directly and indirectly in the service of Cirteq:

Employees/agency
Contractors (on site)
Transport (on site and off site)
Service Providers
Customers
Visitors
General Public

SCOPE:

Cirteq Ltd will in the course of its activities undertake to:

- implement and enforce all Governmental directives, legislation, law and recommendation;
- eliminate or reduce all physical or psychological limitations to all parties;
- protect all parties from exposure to any known or unknown source of transmission of Covid-19;
- provide where possible any PPE to protect any parties if on site;
- restrict all access to site whereby it is not accidental;
- eliminate or reduce all psychological limitations;

In addition, all other risks will be assessed and adequately controlled.
This risk assessment will be kept on public record.

OBJECTIVE:

Eliminate or reduce possible outbreak infection of Covid 19
Protect all parties from infection.

Risks and Hazards:

Transmission by infected persons on site;
Transmission by infected persons off site;
Transmission by IT and other Equipment usage;
Transmission by machinery (Industrial) usage;
Failure to maintain general hygiene directives;

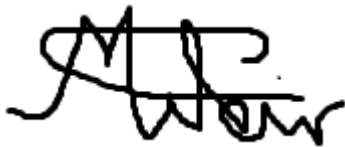
The precautions in place to control or eliminate the hazards are:

Process management and HR, HSE Controls.
Personnel distance Supervisory Monitoring.
Company Hygiene Policies.
Internal/External Transport Controls.
Incident/Accident/ Hazard and Governmental information Management and Reporting

HSAW Act 1974 Legislation and Law

Governmental Covid-19 Updates / Legislation / Law / Directives / Recommendations

The precautions detailed above are adequate and in place.



Signed by :

Date...23 / 3 //2020

Name: Barry Weir HSE Officer

Step 1	Step 2	Step 3	Step 4	Step 5
Assess what are the hazards?	How might the individual be harmed and how?	What are you already doing to prevent cross infection?	What further actions are possible or necessary?	How will you put the guidelines and directives into action?
Identification of infection: ↓	Identify groups of people Identify known symptoms	List what's already in place to reduce the likelihood of contamination or direct infection.	Look at where the individual will be working, which team, location and proximity to or workers.	Deal with those hazards that are high-risk and have serious consequences first Notify of all known risks and potential infections.
1 Work place areas (open)	Risk to health by cross infection and possible death	Free issue of PPE. Segregation of all Employees by 2 metres. High standard of hygiene	Assess individual work areas with regards to: <ul style="list-style-type: none"> Requirement of process. Proximity of workers. Enforce hygiene controls Monitor all workers for signs of illness and/or infection. Enforce personal hygiene Ensure clean down processes are undertaken.	Risk Factor - HIGH ISOLATE IN CONFINED SPACE AND NOTIFY HR AND HSE. <u>SYMPTOMS</u> FEVER DRY COUGH SHORTNESS OF BREATH
2			This is a known hazard and is MEDIUM risk. Display Screen. Workstation monitoring	Risk Factor - Medium

Computers, Communication Systems	Contamination and cross infection	Cleaning processes and Risk Awareness Training	Restricted Access to non essential personnel.. All Employees made aware of the importance of PPE protection,	Work station hygiene cleaning control.
3 Workstation surfaces	Contamination and cross infection	Cleaning processes and Risk Awareness Training	Monitoring of procedures and effects.	Risk Factor - Medium Work station hygiene cleaning control.
4 3 rd Parties ON SITE	Contamination and cross infection	Enforced PPE and Hazard signage Restricted access to specific areas. Exclusions to areas enforced.	Monitoring of: Contractors Delivery Drivers Visitors And or any other 3 rd Party visiting or attending site.	Risk Factor - HIGH Ensure PPE is worn at all times and Persons are made aware of restrictions and exclusions. This includes toilet facilities.
5 Cirteq Workers OFF SITE	Contamination and cross infection	Enforced PPE and requirement for Employees to comply with all 3 rd Party Site HSE Policies and Directions.	Cirteq employees attending external sites are required to undertake a self assessment as to all risks of cross infection. Maintain a strict regime of hygiene at all times.	Risk Factor - HIGH Persons should not be assigned to an areas of high risk Limitations on travel should be enforced.

<p>6</p> <p>COSHH Products and handling</p>	<p>Chemical burns, inhalation, ingestion eye damage or blindness, asbestos, cacogenics causing cancer.</p> <p>Cross infection from containers.</p>	<p>MSDS Awareness and Training Segregation and controlled issue of COSHH ensuring containers are cleaned where required. Limitations on handling.</p>	<p>These are known hazards regarding COSHH Awareness</p>	<p>Risk Factor - MEDIUM</p>
<p>7</p> <p>Internal / External Transportation</p> <p>Lifting Equipment</p>	<p>Cross infection and contamination</p>	<p>Transport and internal transport movement restrictions</p> <p>Authorised personnel only.</p>	<p>FLT, Electric and Manual Pallet Trucks are in constant use by all authorised personnel.</p> <p>PPE is enforced and gloves should be worn t all times when using this equipment.</p> <p>Gloves should be disposed of regularly and hand washing hygiene should be strictly enforced</p>	<p>Risk Factor – HIGH</p> <p>Employees have been made aware of cross infection and infection control and hygiene requirements.</p>
<p>8</p> <p>Smoke break and rest periods</p>	<p>Cross infection and contamination</p>	<p>Statutory and Company designated and break rest periods</p>	<p>Ensure rest periods as required even if these are not within the standard rest period schedule will be taken in specific areas. Personal segregation will be monitored enforced.</p>	<p>Risk Factor - HIGH</p> <p>Employees shall maintain a distance of 2 meters from any other person.</p>

<p>9</p> <p>Incorrect use or failure to use PPE</p>	<p>Not wearing the correct PPE can result in infection.</p>	<p>PPE is freely issued</p>	<p>Extra monitoring is required to ensure the person is wearing the correct PPE as required</p>	<p>Supervisory monitoring and enforcement</p>
<p>10</p> <p>Individuals with age and/or health concerns.</p>	<p>Unknown risk or hazard due to health may result in infection and possible fatality</p>	<p>This information should be known to HR.</p>	<p>If an employee is at risk the Company will suspend attendance to work for those so at risk.</p> <p>Provisions under the Governmental Directives are enforced.</p> <p>Working from home where possible is enforced.</p>	<p>RISK FACTOR - HIGH</p> <p>HR ensure medical status and age factors are recorded and retained; advisory health related risks are to be notified to the HSEO.</p>
<p>Incident reporting</p>	<p>Infection. Holiday destination reporting. Contact with infected person/s. Contact with possible infected persons.</p> <p>The above are reportable.</p>	<p>All incidents are reportable to Dept. Managers, HR, HSE Officer and where confirmed as Convid 19 infection; by RIDDOR and all Authorities.</p>	<p>Standard Company procedures are in place.</p>	<p>N/A</p>

The above Risks and Hazards are known and have been assessed.

Constant monitoring for Unknown Risks and Hazards follows the requirements for continuous improvement and are reviewed by the HR and HSE Depts.

OVERALL RISK FACTOR IS: **HIGH**

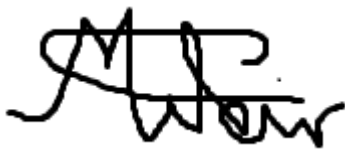
Matrix Score = 4 16

		Severity of the potential injury/damage				
		Insignificant damage to Property, Equipment or Minor Injury	Non-Reportable Injury, minor loss of Process or slight damage to Property	Reportable Injury moderate loss of Process or limited damage to Property	Major Injury, Single Fatality critical loss of Process/damage to Property	Multiple Fatalities Catastrophic Loss of Business
0 – 5 = Low Risk		1	2	3	4	5
6 – 10 = Moderate Risk						
11 – 15 = High Risk						
16 – 25 = extremely high unacceptable risk						
Likelihood of the hazard happening	Almost Certain 5	5	10	15	20	25
	Will probably occur 4	4	8	12	16	20
	Possible occur 3	3	6	9	12	15
	Remote possibility 2	2	4	6	8	10
	Extremely Unlikely 1	1	2	3	4	5

RISK RATING MATRIX

Assessor: Barry Weir HSE Officer Signed:

Dated: 25/3/2020



Signed by :

Date...23 / 3 //2020