





Dynamic Risk Assessment: Pandemic



Activity: In the event of a pandemic			No: 1000
Prepared by: Sam Wicks	Approved by: Hannah Miles	Revision: 3	Dated: 30/12/20

PURPOSE	To understand the risks associated with a pandemic and mitigate them with control measures where possible.	PPE	   
DURATION	n/a		

Ref No X	Activity/Task/Situation	Potential harm	Persons at risk	Severity	Existing control measures	Likelihood	Rating	Conclusions/comments
				1 to 5		1 to 5	1 to 25	
1	Attendance on site working with others	Risk of transmission	All	4	<ul style="list-style-type: none"> If anyone presents symptoms as per the government guidelines, they MUST not attend site and MUST self-isolate and seek medical guidance (refer to latest govt. advice). Maintain social distancing. Regular cleaning of surfaces and limit touching doors and other materials where possible. Employees will move onto a different shift pattern to reduce exposure to one and other where appropriate. Reduced opening hours will be introduced where necessary 	3	12	<p>The Severity and likelihood will vary from person to person but where someone is at greater risk separate measures may also be considered.</p> <p>MCL have a register of higher risk staff that during a pandemic.</p>

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				<ul style="list-style-type: none"> • Completing the Track and Trace register for any events as outlined in the comments section. • All those who are not required to work on site will work from home and complete a separate risk assessment. • Areas will be clearly marked to indicate maximum capacity to help highlight the social distancing required on site. • Jobs/ activities will be assessed ahead of time to ensure that social distance can be maintained and where not possible the Track and Trace Register completed and reviewed. • Pandemic Risk assessments will be requested from contractors and visitors ahead of any visits and reviewed to the necessity of the visit. • Wherever possible the regular opening of windows or doors to generate air circulation within small rooms with multiple users and where necessary if you are unable to stick to single use, vehicles as well. However, fire doors should not be propped open. 		<p>Under the Track and Trace system close contacts of someone with a positive Covid-19 test result will be required to isolate for 14 days.</p> <p>Close contact is defined as:</p> <ul style="list-style-type: none"> • family, or other household, members living with them who have a confirmed positive Covid-19 test. The contact must remain in self-isolation for the rest of the 14-day period from when their family member's symptoms began. • someone you had close contact with in the 48 hours before their symptoms developed and since their symptoms developed. Close contact means (regardless of mask or face covering): • having face-to-face contact with someone less than 1 metre away
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								<ul style="list-style-type: none"> • spending more than 15 minutes within 2 metres of someone • travelling in a car or other small vehicle with someone (even on a short journey)
2	Weighbridge operations	Risk of transmission	All	4	<ul style="list-style-type: none"> • Operators to remain inside weighbridge and away from others. • Use of card payments, virtual assistance and limiting physical paperwork. • Cash will be taken on site providing the relevant precautions are taken such as gloves. • Regular cleaning of surfaces and limit touching doors and other materials where possible. • Visitors to sign in to visitor book with their own pen as shared pen can be source of transmission of Covid-19 as the virus can survive on surfaces • Wherever possible the regular opening of windows or doors to generate air circulation within small rooms with multiple users and where necessary if you are unable to stick to single use, vehicles as well. However, fire doors should not be propped open. 	2	8	<p>Staff may wear additional PPE to their normal practice such as gloves or masks.</p> <p>Visitor to use their own pens to sign in to site diary or weighbridge operator to sign them in</p>
3	Use of Mobile plant	Risk of transmission	All	4	<ul style="list-style-type: none"> • Sole use for mobile plant where possible and for those deemed to be higher risk from the disease • Wipe down after use 	1	4	

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4	External deliveries	Risk of transmission	All	4	<ul style="list-style-type: none"> Segregated welfare facilities to be provided where possible Unnecessary/ low priority deliveries to be postponed or cancelled Change to working procedure to ensure that no contact between internal staff and external drivers/ operators 	3	12	
5.	Office work	Risk of transmission	Employees	4	<ul style="list-style-type: none"> All those who can will work from their homes (where a separate risk assessment will be completed) Maintain a 2m social distancing. Regular cleaning of surfaces and limit touching doors and other materials where possible. Employees will move onto a different shift pattern to reduce exposure to one and other where appropriate. Paperwork transfers will be reduced as much as possible and e-copies used for contractors and customers. Wherever possible the regular opening of windows or doors to generate air circulation within small rooms with multiple users and where necessary if you are unable to stick to single use, vehicles as well. However, fire doors should not be propped open. 	2	8	
6.	Welfare	Risk of trans	Employees	4	<ul style="list-style-type: none"> Employees are encouraged to have lunch separately, clean down any surfaces regularly and use the anti- 	2	8	Hand sanitizer not to be used near open flame as it is flammable

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		mission			<p>bacterial handwash at regular intervals as per government advice at the time.</p> <ul style="list-style-type: none">• Hand wash facilities will be made available to those on site.• Porta loos may be provided on site for visitors and contractors to use.• Anti-bacterial hand wash and 60% alcohol hand sanitizer will be available on site• Visitors and contractors are to have breaks in their own welfare and transport.			
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