

# Dynamic Risk Assessment: Pandemic



**Activity: In the event of a pandemic**

**No: 1000**

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**Revision: 3**

**Dated: 27/11/20**

<b>PURPOSE</b>	<p>To understand the risks associated with a pandemic and mitigate them with control measures where possible.</p> <p>Update due to National Lockdown restrictions, lasting from 5 November to 2 December that affect the business and any associated practical updates.</p> <p><a href="https://www.gov.uk/guidance/new-national-restrictions-from-5-november">https://www.gov.uk/guidance/new-national-restrictions-from-5-november</a></p>	<p><b>PPE</b></p>  <p>High visibility clothing must be worn in this area</p>  <p>Protective footwear must be worn</p>  <p>Wear gloves</p>  <p>Please wear face coverings</p>
<b>DURATION</b>	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"> <li>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). Staff must notify their manager or another member of the site team immediately on becoming aware of symptoms or becoming aware that they need to isolate due to another member of their household being ill so that cleaning of surfaces can</li> </ul>	3	12	The severity and likelihood will vary from person to person but where someone is at greater risk separate measures may also be considered.

					<p>take place to protect from possible transfer of the virus.</p> <ul style="list-style-type: none"> <li>• Maintain social distancing of 2 meters at all times or 1m plus with mitigations in place, such as extra use of hand sanitiser or masks or screens between staff.</li> <li>• Regular daily cleaning of surfaces and limit touching doors and other materials where possible.</li> <li>• Completing a Test and Trace register for any events as outlined in the comments section, such as shooting, and also for visitors on site.</li> <li>• All those who are not required to work on site will work from home where it is possible to do so. Home workers DSE assessments will be completed.</li> <li>• Where practical areas will be clearly marked to indicate maximum capacity to help highlight the social distancing required on site, such as meeting rooms.</li> <li>• Pandemic Risk assessments will be requested from contractors and visitors ahead of any visits and reviewed to the necessity of the visit.</li> <li>• Staff will not car share unless they are in a household bubble to work.</li> </ul>			<p>Under the Test and Trace system close contacts of someone with a positive Covid-19 test result will be required to isolate for 14 days. Details of Close Contact definition are set out in the guidance note email sent to all staff.</p> <p>Staff are encouraged to wear face coverings/masks and where they do to change the face covering if it becomes damp or if its been touched or to wash it if possible.</p>
2	Weighbridge operations	Risk of transmission	All	4	<ul style="list-style-type: none"> <li>• Operators to remain inside weighbridge and away from others and where practical, access to weighbridge hut to be restricted to weighbridge operator only with visitors and other staff using the door way and maintaining distance.</li> <li>• Use of card payments, virtual assistance and limiting physical paperwork.</li> <li>• If needed, cash will be taken on site providing the relevant precautions are taken such as gloves.</li> </ul>	2	8	Staff may wear additional PPE to their normal practice such as gloves or face coverings/masks.

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					<ul style="list-style-type: none"> <li>Regular daily cleaning of surfaces and limit touching doors and other materials where possible.</li> </ul>			
3	Use of Mobile plant	Risk of transmission	All	4	<ul style="list-style-type: none"> <li>Sole use for mobile plant where possible and for those deemed to be higher risk from the disease</li> <li>Wipe down vehicles before and after each use.</li> </ul>	1	4	All teams have anti-bacterial cleaning spray and cleaning register.
4	External deliveries	Risk of transmission	All	4	<ul style="list-style-type: none"> <li>Segregated welfare facilities to be provided where possible</li> <li>Unnecessary/ low priority deliveries to be postponed or cancelled</li> <li>Change to working procedure to ensure that no contact between internal staff and external drivers/operators</li> </ul>	3	12	Separate visitors facilities are available in the Farm Office. All facilities to be wiped down on a daily basis.
5.	Office work	Risk of transmission	Employees	4	<ul style="list-style-type: none"> <li>All those who can will work from their homes (where a separate DSE assessment will be completed).</li> <li>Maintain up to 2m social distancing at all times or 1m plus with mitigations in place, such as extra use of hand sanitiser or masks or screens between staff.</li> <li>Regular daily cleaning of surfaces and limit touching doors and other materials where possible.</li> <li>Paperwork transfers will be reduced as much as possible.</li> </ul>	2	8	A review of the risks has been conducted for Dairy Farm Office with office staff. Given the layout and the nature of the work all office staff will continue to work from the office but have the capability to work from home if needed. Staff are reminded to take care in their interactions outside the office and to work

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6.	All other areas of the Estate	Risk of transmission	Employees	4	<ul style="list-style-type: none"> <li>When entering other people's houses for maintenance work communicate with the households prior to arrival, and on arrival, to ensure that the tenant is happy for the work to commence and that the household understands the social distancing and hygiene measures that should be followed. If the occupant is at higher risk take extra measure to avoid contact, such as entering the property when they are out.</li> <li>Dispose of waste in an agreed place with the householder and remove all belongings at the end of a shift</li> <li>All mobile plant to be wiped down after use and when changing users, preference to only have one driver per mobile plant.</li> </ul>	2	8	<p><a href="#">Gov guidance link</a>: <i>Where it is necessary for you to work in other people's homes - for example, for nannies, cleaners or tradespeople - you can do so.</i> The 2 workmen will work as a fixed team when working on tenant's households.</p>

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7.	Welfare	Risk of transmission	Employees	4	<ul style="list-style-type: none"> <li>Managers are asked to regularly check with employees' well-being and to feedback to the HR coordinator any adjustments that may be needed to their work.</li> <li>Employees are encouraged to have lunch separately,</li> <li>Staff to clean down any surfaces regularly and use the anti-bacterial handwash at regular intervals as per government advice.</li> <li>Hand wash facilities and antibacterial hand wash are made available to those on site.</li> <li>Visitors and contractors are to have breaks in their own transport or separately from Heathpatch staff.</li> <li>Gloves and mask should be worn when undertaking cleaning and disposal of waste possibly contaminated by Covid-19 in a separate bag, double bagged and left for 72hrs before putting in the main waste disposal.</li> </ul>	2	8	