

# Dynamic Risk Assessment: Pandemic

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

**No: 1000**

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**Revision: 7**

**Dated: 22/04/21**

**PURPOSE**

To understand the risks associated with a pandemic and mitigate them with control measures where possible.

*As of April 12<sup>th</sup> England is in Stage two of the Government's road map out of lockdown. More restrictions lift on 17 May under Stage three, and on 21 June under Stage four.*

*Aspects of the Gov guidance under Stage two relevant to Heathpatch are that people should continue to work from home where they can, minimise domestic travel where they can and that international holidays will still be prohibited.*

*No change made to the risk assessment below.*

<https://www.gov.uk/guidance/national-lockdown-stay-at-home>

**PPE**



High visibility clothing must be worn in this area



Protective footwear must be worn



Wear gloves



Please wear face coverings

**DURATION**

n/a

Ref No X	Activity/ Task/ Situation	Potential harm	Persons at risk	Severity	Existing control measures	Like lihood	Ra tin g	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 take place to protect from possible transfer of the virus.</li> <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>	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>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>
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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> <li>Regular daily cleaning of surfaces and limit touching doors and other materials where possible.</li> </ul>	2	8	Staff may wear additional PPE to their normal practice such as gloves or face coverings/masks.
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.
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.

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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> <li>• Lunch breaks to be taken separately</li> <li>• Handwash facilities and disinfectant available in all offices and staff encouraged to use</li> <li>• Signage is up around the site and in washing facilities to remind staff and visitors to maintain social distancing and good hand washing procedures.</li> </ul>	2	8	<p>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 from home if they feel they need to. Reminder emails have been issued about social distancing and there is a regular daily cleaning regime in place and a register of visitors held in line with GDPR. There are separate washing facilities for visitors and meeting rooms have been assessed and allocated a maximum capacity with social distancing in place. The office has a QR code for any visitors as an alternative to the paper register.</p>
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</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></p>

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					<p>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.</p> <ul style="list-style-type: none"> <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> <li>• Maintain up to 2m social distancing where possible otherwise take mitigating measures such as more frequent hand washing and wearing a face covering.</li> <li>• Paperwork transfers will be reduced as much as possible.</li> <li>• Alcoholic hand gel should not be used near naked flames as it is flammable. In such areas hand washing should be used instead.</li> </ul>			The 2 workmen will work as a fixed team when working on tenant's households.
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</li> </ul>	2	8	

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					by Covid-19 in a separate bag, double bagged and left for 72hrs before putting in the main waste disposal.			
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