

# PDS RISK ASSESSMENT

ACTIVITY  
**Covid-19 Coronavirus**

DATE  
**18/05/2020**

ASSESSOR  
**Majad Latif**

HAZARD				RISK				CONTROL MEASURE	RESIDUAL RISKS			BY WHOM	DATE	
	M	S	SL		H	M	L		H	M	L			
Spread of Covid-19 Coronavirus		✓		Staff		✓		Introduce Covid-19 Staff Guidelines			✓	Managers	w/c 18/05/2020	
				Visitors		✓		Hand washing facilities with soap and water in place			✓	All		
				Contractors		✓						✓		All
				Cleaners		✓						✓		All
									Gel sanitiser located at entrances			✓		All
									Social Disatncing (2m rule) in place			✓		All
									Cleaning products provided to keep work areas disinfected			✓		All
									Drivers to keep vehicle clean and remove all rubbish at the end of shift			✓		All
									Staggered break times			✓		All
									Designated routes to warehouse & office to ensure social distancing			✓		All
							Video calls used instead of face to face meetings				✓	All		
							Socail distancing to be adhered to in canteen and smoking area.			✓	All			
							Gloves available if required			✓	All			
							If anybody becomes unwell with symptoms of Covid 19 they will be sent home and advised to follow the stay at home guidelines			✓	All			
							Drivers encouraged to use customer welfare facilities during work			✓	All			
				Vulnerable		✓		In addition to the above will be individually risk assessed			✓	All		

KEY

M = MAJOR  
S = SERIOUS  
SL = SLIGHT  
H = HIGH  
M = MEDIUM  
L = LOW

DEFINITION

MAJOR/HIGH = DEATH OR SERIOUS INJURY/Env.Impact  
SERIOUS/MEDIUM = LOST TIME INJURY/ Env.impact  
SLIGHT/LOW = NO LOST TIME INJURY/Env.impact

SIGNED

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PRINT

Majad Latif

TITLE

Operations Director

DATE

\_\_\_\_\_

REFERENCE

**PDS/RA/01**