

# Risk Assessment

Assessment:	Date of Assessment:
Llanelli Site - Coronavirus	23/07/2020

Assessor:	Person responsible for H&S:
Kelly Stoner	Anu Spratley

Persons at Risk:
Staff and Visitors to the Llanelli office

Potential Hazards:	Control Measures:
Exposure to Coronavirus whilst undertaking duties at Cathedral Hygiene premises through human to human contact and hard surface contact.	<ul style="list-style-type: none"> <li>• Government guidelines regarding 2m social distancing to be followed</li> <li>• Desks adequately spaced</li> <li>• Floor markings at 2m away from desks to act as a reminder</li> <li>• Good hygiene practices encouraged with extra hand sanitiser dispensers in place</li> <li>• Alternative arrangements in place for signing in and out of site</li> <li>• Site cleaned regularly by cleaning company (employees emptying own bins into general waste)</li> <li>• Cleaning wipes available for use at commonly shared IT equipment</li> <li>• Door handles and bannisters to banisters to be wiped with bactericidal cleaner once a day</li> <li>• Some internal doors propped open to avoid contact with handles</li> <li>• Bathroom sanitisation stations with instruction signage in place</li> <li>• Designated office entry doors for different employees</li> <li>• Staggered break times to allow for social distancing in kitchen area and designated employee to deal with dishwasher (wearing gloves)</li> <li>• Employees to advise their manager if they fall into the “vulnerable group” category</li> </ul>

### Significant findings:

Exposure may cause human illness. The main exposure route considered to be human to human through airborne droplets, therefore **following government social distancing and hygiene guidelines is essential.**

It is thought that the virus has 72-hour viability on hard surfaces, but it is not completely understood at this point. Infection then occurs from virus transferred from hands to mouth, eyes and nose although currently this is not considered as the main route of viral spread. Government advice is to regularly clean and disinfect hard surfaces with standard cleaning products.

Management are monitoring workloads. *Any symptomatic employee should follow government guidelines*

### Risk Evaluation Table

Hazard Degree ↓	LIKELIHOOD			
	High Very likely to almost certain	Medium Quite possible/likely	Low Unlikely/rare	Negligible Very unlikely to impossible
<b>High:</b> Serious injury (eg broken bone – 24 hrs in hospital and worse)				
<b>Medium:</b> Injury requiring medical treatment. RIDDOR injury		✓		
<b>Low:</b> First aid injury or minor property damage				
<b>Negligible:</b> Superficial property damage or very minor injury (no first aid)				

Red Boxes – Unacceptable risk – Implement urgent action

Orange Boxes – Trigger action level – Action required

Yellow Boxes – Acceptable residual risk

For more information, see [www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19](http://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19)