

METHOD STATEMENT & RISK ASSESSMENT COVID -19 SPECIFIC

CONTRACT		Contract No.:	
MS Title:	Covid-19 Specific working on SITE NAME Sites RAMS		
Document No.:		Revision:	Date:
Prepared by:		Position:	
Approved by:		Position:	

1.0 SCOPE

*This site specific risk assessment outlines the measures to be taken at **(NAME SITE HERE)** under the restrictions placed by the ongoing Covid-19 health crisis in the UK and Ireland.*

*All works on site must be in accordance with these overall guidelines and **THE COMPANY NAME** expect all subcontractors to provide their own site specific RAMS to be in line with these guidelines.*

Furthermore, all RAMS that had been previously in place to allow works to commence by subcontractors must be reviewed and signed off again, before any works recommence on site since they were temporarily closed due to Covid-19 restrictions.

*It is imperative that any worker who feels they cannot work safely on site at any time immediately informs their Supervisor or a **THE COMPANY NAME** Supervisor who will address their concerns at the first opportunity.*

1.1 ENVIRONMENTAL MANAGEMENT SYSTEM

A register of Environmental Aspects has been drawn up for this Project, and Work Instructions issued to provide information for the reduction / elimination of the risk of pollution. Those Work Instructions relevant are to be included within the Procedure section, below

1.2 HEALTH & SAFETY MANAGEMENT SYSTEM

The Health and Safety Risk Assessments, and prevention and / or reducing measures are to be attached to this Method Statement.

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2.0 SITE SPECIFIC REQUIREMENTS – To be completed by the relevant **THE COMPANY NAME** Project Manager in advance of reopening site:

- **Turnstiles and access to site:**

How are operatives to access the site?

Has turnstile been temporarily disabled?

How will social distancing be managed at the gate for signing in/out?

Parking on/near site – what is available?

Are operatives avoiding public transport as advised by Government?

- **Hygiene:**

Is hot water and soap readily available on site?

Are operatives given the chance to clean their hands on arrival to site and regularly throughout the day?

Is social distancing possible at all times in washing facilities?

- **Welfare facilities:**

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Are there adequate facilities on site to allow for social distancing at all times?

Are breaks being staggered?

How many operatives can be safely placed in canteens at any one time to allow for social distancing?

Have kettles, microwaves etc been removed?

Is there an isolation room available, if an operative was to show symptoms of Covid 19? Could they be safely removed to this room if necessary?

Is deep cleaning of all welfare facilities available throughout the day? How often will this happen?

- **Site Meetings:**

Have all Site Meetings been cancelled? How are instructions to be given to allow for coordination of works and continued safe working?

- **PPE/RPE:**

Is there an adequate supply of RPE and PPE readily available for all staff?

Are face fit testing measures being followed?

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- **First Aid:**

Have all First Aiders been notified in change of guidance in light of Covid-19 restrictions?

(Note: The NHS suggests that if required to perform CPR you should complete a dynamic risk assessment “and adopt appropriate precautions for infection control. Where possible, it is recommended that you do not perform rescue breaths or mouth to mouth ventilation; perform chest compressions only.)

Yes/No?

Is additional PPE available on site for First Aiders?

(Recommended FFP3 face mask, disposable gloves, eye protection.)

Yes/No?

3.0 RISK ASSESSMENTS

Either complete or attach existing risks assessments (after review for suitability) to this document.

RISK ASSESSMENT

SEVERITY		LIKELIHOOD
No Injury	1	Highly Unlikely
Minor Injury	2	Unlikely
Lost Time Injury	3	Possible
Major Injury	4	Probable
Death	5	Almost Certain

	1	2	3	4	5
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		Control Measures
Low	1 - 5	Acceptable with standard control measures
Medium	6 - 10	Adequate control measures and supervision must be instituted
High	12 - 16	Significant control measures including direct supervision must be instituted to mitigate the risk
Intolerable	20 - 25	Work must not take place

	Tasked Operatives	Other Site Personnel	Members of the Public	Young Persons	Others
Persons At Risk:					

List Equipment to be used:

The Hierarchy of Control	
1	<i>Eliminate the hazard.</i>
2	<i>Substitute with less hazardous processes, operations, materials or equipment.</i>
3	<i>Use engineering controls and reorganisation of work.</i>
4	<i>Use administrative controls, including training.</i>
5	<i>Use adequate personal protective equipment.</i>

No.	Hazard	Risk	Existing Level of Risk	Control Measures	Post Control		
					S	L	R
1	Infection by infected persons	Infected people coming into work	H	<p>All operatives will be advised not to travel to site if they are displaying any of the below symptoms, however mild:</p> <ul style="list-style-type: none"> • A cough • A high temperature • Shortness of breath <p>If an operative is displaying any of the above symptoms, they are to remain at home and self-isolate in line with Government Guidelines. This will also apply if anyone in the household in which the operative lives are displaying any of the above symptoms.</p> <p>If an operative begins to display any of the above</p>	5	1	5

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				<p>symptoms while on site, they are to be sent home to self-isolate in line with government guidelines. All operatives/employees are to email/text or call their nominated sub-contractor supervisor / Site Manager / Supervisor in control (to be specified on return to site) with answers to questions detailed in the 'Covid-19 Daily Declaration Form' every morning prior to attempting to travel to work. If operative's answer Yes to any of the questions then they are to be instructed to not attempt to travel to work and to seek medical guidance. If they attend site, they are to be refused entry to site and told to leave. If operative begins to display symptoms throughout the day, they must be sent home and told to seek medical guidance.</p> <p>Anyone who is considered a vulnerable person (by virtue of their age, underlying health condition, clinical condition or are pregnant) must not attend site at any time.</p>			
		Close contact with infected people	H	Only essential activities that require two operatives will be carried out. For all other activities, operatives will work alone with a clear 2metre space from any other persons. Operatives are to work in predetermined pairs and wherever possible these pairs are to be formed from operatives who already reside at the same address. These pairs are to be identified by Team Numbers clearly written on their	5	2	10

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				<p>Hi-Vis vests or Safety Helmet along with the operative's name e.g. team 1, team 2. The pairs are not to be within 2m of other pairs unless it is not possible to do so because of restricted space in an area for example within corridor or toilet.</p> <p>Any work requiring skin-to-skin contact will not be carried out.</p> <p>Stairs will be used in preference to lifts or hoists. Any lift or hoist which cannot guarantee at least 2metre space from another person will not be used.</p> <p>Site meetings will only be held among participants who are absolutely necessary and attendees should be 2metres apart from each other throughout. Where possible, meetings will be held in open areas and if indoors, rooms should be well ventilated with doors and windows left open to allow for fresh air circulation.</p>			
		Coughing and sneezing around others	H	If an operative needs to cough or sneeze then it should be into the crook of their elbow at all times. If cough persists operative should remove themselves from site and enter self-isolation at home following government guidelines.	5	2	10
2	Infection by touching contaminated surfaces	Transport to work	H	Operatives will be encouraged to travel to site alone, or with someone from the same household. Carpooling is not permitted. Where possible, sites will consider the need for additional carparking / cycle racks etc. Wherever possible operatives should avoid public transport and travel to work in a way that	5	1	5

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				<p>restricts being within 2m of someone they do not reside with.</p> <p>On entry to site, 2metre markings will be placed on the ground to ensure adequate social distancing. The operative will give their name to the security guard who will sign the Attendance book himself using their own pen. As soon as the operative is signed in and has entered site, they will go straight to the hand washing facilities provided and wash their hands with soap and warm water.</p> <p>Full site PPE is to be worn as per site rules. Gloves must be worn at all times on site and fingerless gloves cannot be worn. Dust masks are not to be shared amongst operatives with strictly one mask per person and mask is to be cleaned after use and stored in a location where it will remain clean and untouched. Single use masks must be safely disposed of after each use.</p>			
		Poor Hygiene	H	<p>Operatives are to clean hands with warm water and soap at the beginning/end of each shift and any given opportunity in between, such as before mealtimes, using the bathroom, etc. Operatives who are found to be displaying poor hygiene such as spitting will be removed from site and asked not to return. Coughing or sneezing to be done into inner elbow. If coughing persists the operative is to leave site. Operatives to use own pen when signing documents on site. Fingerprint entry systems to be deactivated.</p>	5	1	5

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				Regular deep cleaning procedures will be introduced throughout the site, particularly in communal areas and regular contact points such as: <ul style="list-style-type: none"> • Taps and washing facilities • Toilet flush and seats • Door handles and push plates • Handrails on staircases and corridors • Lift and hoist controls • Machinery and equipment controls • Food preparation and eating surfaces • Keyboards, photocopiers and other office equipment 			
		Potential contamination from tools and plant	H	Operatives are to clean tools with suitable disinfectant product prior to and after use. Operatives are not to share tools and should keep them separated from others. Following any potential cross contamination of kit then handwashing is required, and tools wiped down prior to next use. Operatives must only use access equipment provided for their team, which will be identified on the scaffold tag of the equipment in question. Prior to switching to the use of another team the equipment must be cleaned with a suitable disinfectant product.	5	1	5
		Use of welfare facilities	H	Based on the size of the facility, a determination will be made as to the maximum numbers permitted within it at each time. A rota will be drawn up with each subcontractor given staggered break times.	5	1	5

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				<p>Canteen and break rota will be adhered to in line with maximum capacity and checks made to ensure this is the case.</p> <p>No operatives to enter site office unless completely necessary and even then, only one at a time. Site management will be spaced at least 2metres apart when working within the site office.</p> <p>When using welfare facilities hands should be washed upon entry and exit.</p> <p>Use of welfare will be monitored by the Site Management Team to ensure social distancing is being adhered to. All parts of welfare facilities will be cleaned and disinfected after each break.</p> <p>All common contact areas in office, access control and delivery areas will be cleaned regularly.</p> <p>Use of toilets will be restricted on a site specific basis, depending on the size of the toilet area.</p>			
		Disposal of food waste and packaging	H	All food waste is to be disposed of via bins provided with surfaces cleaned after use.	5	1	5

