

RISK ASSESSMENT FORM				Assessment Number: Covid 19 May 2020	
Site/operation: Solvay Halifax		Task assessed: Site Operation		Scoring system Severity ("S") scored between 1 - 3 dependent on severity Likelihood ("L") scored between 1 - 3 dependent on likelihood Risk factor = SEVERITY X LIKELIHOOD. Scored between 1 – 9 where: 7 – 9 = High ("H"), 4 – 6 = Medium ("M"), 1 – 3 = Low ("L")	
Assessor/s: Samantha Fear		Date of assessment: 7 th May 2020			
Overall risk rating Low	LOW	MEDIUM	HIGH		
				Severity ("S") 1. = Minor 2. = Irreversible 3. = Fatal	
				Likelihood ("L") 1. = Unlikely 2. = Reasonably Likely 3. = Certain	

Hazard	Risk	Potentially Affected	"S"	"L"	Initial Risk	Control Measures	"S"	"L"	Residual Risk
Principal 1 – Apply the individual safety measures	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Avoid crowds Avoid touching eyes Avoid handshakes Wash hands frequently/ Hand sanitizer Use tissues for coughs and sneeze and dispose off Stay at home if ill Action – remind everyone of the requirements	3	1	3
Principal 2 – Maintain physical distance	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Social distancing of 2m in place at all time If cannot be followed a MASK must be worn	3	1	3
Principal 3 – reduce the number of exposed employees	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Continue to work from home if possible Vulnerable staff members shielding at home	3	1	3
Principal 4 – Provide PPE	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Gloves, Masks, gel sanitizing gel and wet wipe provided	3	1	3
Principal 5 – Increase scope and frequency of cleaning	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Increased scope of cleaning being completed by CCC Shared areas wiped down at the end of end each shift	3	1	3
Principal 6 – Apply barrier controls and checks	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	All visitors/drivers and temps screened and temperature taken	3	1	3

Work start and end times	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Staggered start times due to shift work and local requirements Cars arrive separately at Gatehouse	3	1	3
Meal breaks/ canteens	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Staggered meal breaks to allow social distancing Office workers to eat in own offices Wipes provided to wipe down between people Action – Reminder that only 1 person at a time in the main office and training block kitchens	3	1	3
Site Entrances	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Staggered start times due to shift work and local requirements Cars arrive separately at Gatehouse	3	1	3
Locker rooms	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Recommended space – 1 person per 4m2 – main changing rooms 128m2 – 32 people, no issue	3	1	3
Offices	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Relocated some staff in communal offices into the spare ones Action – put tape on the floor of the desks in the large shared offices and tape around the shared offices in the training block Action – reminder or visual tape at office doors to keep social distancing	3	1	3
Control rooms and labs	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	No visitors Enhanced cleaning PPE to be worn is social distancing cannot be achieved	3	1	3
Logistics	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Drivers screened at entrance Hatches used Drivers to stay in cabs	3	1	3
Smoking shelters	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Reminders in place regarding social distancing Action – need to monitor	3	1	3
Toilets/ shower rooms	Contracting Covid 19	Employees, contractors, temps, drivers	3	2	6	Excess toilets etc for the number of people on site Enhanced cleaning Action – tape off middle toilet/sink/shower to ensure social distancing	3	1	3
	<p>Comments: Social distancing is everyone's responsibility If 2m cannot be kept a mask must be worn Close contact log needs to be kept to record anyone you are closer than 2m for more than 15 mins</p> <p>NOTE:-</p>								