


RISK ASSESSMENT FORM RA1.

(The risk assessment should be reviewed after accidents, incidents, near misses, when significant changes in personnel or work practices occur and when new risks are identified)

Risk Assessment Pack For COVID 19

Company Name	BLUE FLAME		
Company Address	Energy house, Kernick ind est, Penryn , Cornwall , TR109EP		
Activity/area	COVID 19	Completed by	Daniel Hunt GradIOSH MIIRSM MIFPO
Date Completed	18/03/2020	Signature	

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What is a risk assessment?

The HSE's definition of a risk assessment is:

"...a careful examination of what, in your work, could cause harm to people, so that you can weigh up whether you have taken enough precautions or should do more to prevent harm...."

A risk assessment is a vital element for health and safety management and its main objective is to determine the measures required to comply with statutory duty under the Health and Safety at Work Act 1974 and associated regulations by reducing the level of incidents/accidents.

Why do a risk assessment?

A risk assessment will protect your workers and your business, as well as complying with law. As for when to do a risk assessment it should simply be conducted before you or any other employees conduct some work which presents a risk of injury or ill-health.

A person from your organisation needs to attend risk assessment training as it will ensure that this person is competent within your organisation and will gain abilities such as hazard identification, ability to categorise and evaluate risk(s). These abilities will allow a 'suitable and sufficient' risk assessment to be conducted within your own organisation.

How to do a risk assessment

There are no fixed rules on how a risk assessment should be carried out, but there are a few general principles that should be followed.

Five steps to risk assessment can be followed to ensure that your risk assessment is carried out correctly, these five steps are:

1. Identify the hazards
2. Decide who might be harmed and how
3. Evaluate the risks and decide on control measures
4. Record your findings and implement them
5. Review your assessment and update if necessary

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Step 1: Identify the hazards

In order to identify hazards, you need to understand the difference between a 'hazard' and 'risk'. A hazard is 'something with the potential to cause harm' and a risk is 'the likelihood of that potential harm being realised'.

Hazards can be identified by using a number of different techniques such as walking round the workplace or asking your employees.

Step 2: Decide who might be harmed and how

Once you have identified a number of hazards you need to understand who might be harmed and how, such as 'people working in the warehouse', or members of the public.

Step 3: Evaluate the risks and decide on control measures

After 'identifying the hazards' and 'deciding who might be harmed and how' you are then required to protect the people from harm. The hazards can either be removed completely or the risks controlled so that the injury is unlikely.

Step 4: Record your findings

Your findings should be written down it's a legal requirement where there are 5 or more employees; and by recording the findings it shows that you have identified the hazards, decided who could be harmed and how, and also shows how you plan to eliminate the risks and hazards.

Step 5: Review your assessment and update as and when necessary

You should never forget that few workplaces stay the same and as a result this risk assessment should be reviewed and updated when required.

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Likelihood & Consequence Ratings Chart

Consequence		Likelihood	
1	Negligible Injury	1	Negligible
2	Minor injury	2	Unlikely
3	Non-Disabling injury	3	Probable
4	Major Injury	4	Likely
5	Fatality	5	Certain

Risk Rating Action Chart

Risk Rating	Action
1 - 6	Low Risk – Monitor and re-evaluate if something changes
8 - 12	Medium Risk – If as low as reasonably practicable, review on a regular basis. Where possible, reduce risk to as low as reasonably practicable with additional controls.
15 - 25	High Risk – stop activity and take immediate action

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Risk Matrix

Consequence (What would happen if the hazardous event occurred)						
Likelihood (of hazardous event occurring)	1	2	3	4	5	
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Likelihood X Consequence = Risk

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No	Hazard <i>(something with the potential to harm: Hazards listed should be those present before controls are in place)</i>	Persons at Risk <i>(Those Likely to be affected by the hazard)</i>	Symptoms	Risk Rating			Detail Controls/ Safe Systems of Work <i>(Indicate in next column if the control is in place(Y) or needs to be implemented (N). If a set of controls are already given elsewhere state reference/ location)</i>	Y/N	New Controls/Safe Systems of Work <i>(Note action to implement, responsible person and target date)</i>	Revised Risk Rating			
				L	C	R				L	C	R	
1	COVID 19 Virus	<ul style="list-style-type: none"> • Employees • Contractors • Customers • Members of public • Anyone else you come into contact with *HIGH RISK* • Asthma Suffers • People with heart conditions • Those with diabetes • Those with lung conditions *UNCONFORMED AT RISK* • Pregnant females • New-born babies 	<ul style="list-style-type: none"> • Persistent dry cough - COMMON • Fever (temperature above 37.8) – COMMON • Difficulty in breathing - UNCOMMUN • Flu like symptoms – UNCOMMON • Pneumonia symptoms (RARE) • Death – VERY RARE 	1	5	5	<ul style="list-style-type: none"> • If you have or an employee shows symptoms which includes; <ul style="list-style-type: none"> - Persistent new cough - Fever (above 37.8) - Shortness of breath • They must self-isolate for 14 days. This extends to ANYONE that shares that home with them. • Anyone who is classed as “high risk” should self-isolate and work from home. This is especially important if anyone else within the workforce has had to self-isolate due to symptoms or a family member with symptoms. • If they have mild symptoms please do not call 111. Visit 111 online. If your symptoms worsen, please call 111. • Avoid all unnecessary social contact. This includes non-essential meetings and gatherings of any kind. • Where possible and practicable, employees are advised to work from home. • Through handwashing regularly should be carried out by all using soap and water for at least 20 second. • Where possible, hand sanitiser should be used after handwashing or where soap and water cannot be accessed. 	Y					

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				L	C	R				L	C	R
				1	5	5	<ul style="list-style-type: none"> If any member of staff does show symptoms, the office or workplace where the employee was working should be thoroughly cleaned and disinfected. Regular and thorough cleaning of all work places must take place daily. Avoid contact with other people where possible. This includes handshaking, sharing food and drink utensils and sharing work equipment without wiping down with disinfectant wipes prior. 					
2	Unavoidable contact with someone showing symptoms of COVID 19	<ul style="list-style-type: none"> Employees Contractors Customers Members of public Anyone else you come into contact with <p>*HIGH RISK*</p> <ul style="list-style-type: none"> Asthma Suffers People with heart conditions Those with 	<ul style="list-style-type: none"> Persistent dry cough - COMMON Fever (temperature above 37.8) – COMMON Difficulty in breathing - UNCOMMON Flu like symptoms – UNCOMMON Pneumonia symptoms (RARE) 	1	5	5	<ul style="list-style-type: none"> Ensure that your hands are thoroughly washed with soap and water and sanitiser has been applied Put on PPE including; <ul style="list-style-type: none"> Type 5 coveralls Nitril Gloves Goggles FFPE Face Mask Wipe clean boots or boot covers Contact with the individual should be minimised and a distance of 2 meters maintained at all times. All surfaces touched or used should be sanitised before and after use. After contact, hands must be washed thoroughly and all disposable PPE 	Y				

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				L	C	R				L	C	R	
		diabetes • Those with lung conditions *UNCONFORMED AT RISK* • Pregnant females • New-born babies	• Death – VERY RARE				should be disposed of in clinical waste bags (yellow and black).						