



What are the hazards?	Who might be harmed?	Controls Required	Additional Controls
<p>Spread of COVID-19 Coronavirus</p>	<p>Staff</p> <p>Visitors to premises</p> <p>Occupiers of premises visited</p> <p>Cleaners</p> <p>Contractors</p> <p>Drivers</p> <p>Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions</p> <p>Anyone else who physically comes in contact in relation to the business</p>	<p style="text-align: center;"><u>Hand Washing</u></p> <p>Hand washing facilities with soap and water in place</p> <p>Stringent hand washing taking place</p> <p>See hand washing guidance</p> <p>https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/</p> <p>Staff encouraged to protect the skin by applying emollient cream regularly</p> <p>https://www.nhs.uk/conditions/emollients/</p> <p>Gel sanitisers in any area where washing facilities not readily available</p> <p style="text-align: center;"><u>Cleaning</u></p> <p>Cleaning and disinfecting work objects and surfaces that are touched. As well as installed assets, include and door handles, light switches, etc., using appropriate cleaning products and methods.</p> <p style="text-align: center;"><u>Social Distancing</u></p> <p>Social Distancing - Reducing the number of persons in any work area to comply with the 2-metre gap recommended by the Public Health Agency</p> <p>https://www.publichealth.hscni.net/news/covid-19-coronavirus</p> <p>https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people</p> <p>Taking steps to review work schedules including start & finish times/shift patterns, working from home etc. to reduce number of workers on site at any one time. Also relocating workers to other tasks.</p> <p>Redesigning processes to ensure social distancing in place.</p> <p>Conference calls to be used instead of face-to-face meetings.</p>	<p>Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands.</p> <p>Tissues will be made available throughout the workplace.</p> <p>Employees encouraged to carry their own towel to use to dry hands after washing.</p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - https://www.publichealth.hscni.net/news/covid-19-coronavirus</p> <p>Posters, leaflets and other materials are available for display.</p> <p>Ensure all waste is removed from the premises and disposed of appropriately.</p> <p>Staff to be reminded daily of the importance of social distancing both in the workplace and outside of it.</p> <p>Management checks to ensure this is adhered to.</p> <p>Occupiers of premises to be pre-informed and reminded upon arrival of the need for social distancing by both the occupier and the employee.</p>

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