

## Covid-19 Job Specific Risk Assessment

Site Address		Assessments
Truswell Haulage Fall Bank Industrial Estate Barnsley S75 3LS		25 (1 and 2)
Person responsible for area/operation		Truswell Company Directors.
Ref. No.	Date of assessment	Date of issue
(25) Warehouse worker.	May 2020.	May 2020.
Position / Job	Fork truck operator	
Population involved	4 +	
Person(s) especially at risk	All.	
Lead Assessors Name	Ian Truswell, Director.	
Lead Assessors Signature	I.T.	
Reason for assessment, (Initial, Following incident/Accident etc.)	COVID – 19 National Pandemic Outbreak 2020.	
Review Date	This is a live ongoing assessment.	
<b>Comments / References / Notes etc., Review January 2021 or before as required.</b>		
<p>All staff under the above heading work within a warehouse environment on the ground floor and first floor of the Truswell Premises. Their work involves the unloading and loading of vehicles by fork lift truck, the picking and packing of pallets and I.B.Cs, and other general warehouse duties.</p> <p>All staff have attended company briefings on Covid-19 and the health and safety issues involved which included the general hazards associated with the spread of the disease within the workplace.</p> <p>A brief summary of control measures explained to the subjects are: -</p> <ul style="list-style-type: none"> <li>• No gatherings of persons other than by strictly observing social distancing rules.</li> <li>• The wearing of face masks when moving around the building.</li> <li>• Not to share personal work items i.e. books, paper, pens, phones, workwear and to take extra care when operating machinery and fork trucks that others have used.</li> <li>• Practice regular washing of hands with soap and water and the regular use of the sanitizers provided.</li> <li>• To Practice back-to back or side-to-side working rather than face-to face.</li> </ul> <p>Major risks are noted in assessments 1</p> <p>A copy of this assessment will be given to the subjects in question for comment and possible further re-view by the Truswell management.</p>		

**RISK ASSESSMENT RECORD (Note, ML is rated 1 to 5)**

P.E. = Probability of exposure to hazard - F.E. = Frequency of exposure to hazard  
M.L. = Maximum loss - N.P. = Number of people at risk - H.R.N. = Hazard rating number  
P.E. x F.E. x M.L. x N.P. = H.R.N.

<b>Covid-19 Hazard in "Warehouse and ground floor amenity rooms"</b>					<b>HARM</b>	<b>Assessment No</b>
Contraction of Coronavirus					Major transmission to several persons	<b>1</b>
<b>TO WHOM</b>		Other Truswell fork truck drivers, warehouse workers, garage staff, office staff, Truswell and other visiting drivers to warehouse.				
<b>CIRCUMSTANCES</b>		Contraction of virus by exposure to infected person or product.				
<b>P. E.</b>	<b>F. E.</b>	<b>M. L.</b>	<b>N. P.</b>	<b>H. R. N.</b>	<b>RISK</b>	
3	3	5	4	180	<b>High Risk</b>	
<b>CONTROL MEASURES</b>						
<p>All subjects who attend the Truswell work premises are asked to participate in a daily health survey including a body temperature check.  All visitors are requested to complete the same health survey before commencing unloading.  Close Interaction with visiting and Truswell Drivers has been reduced to comply with the Governments Social Distancing Guidelines.</p>						
<p>The welfare room and toilet amenity occupancy numbers have been assessed and reduced to minimise personal close contact and therefore exposure and contraction of the virus.  Sanitizers are provided adjacent to entrance doors and throughout the building and their regular use is encouraged.  Anti-bacterial sprays and wipes are supplied for the regular cleaning of Fork Trucks and equipment.  The general building, walkways and amenity room cleaning has been enhanced.</p>						
<p>The welfare room table lay outs have been revised to encourage a safer "side to side" seating practises.</p>						
<p>Face masks, light glasses and gloves are provided and there use is encouraged when interacting with other Truswell staff and when moving about the building or interacting with visitors within the Social Distancing guidelines.  Walk ways have been marked out to maintain the 2 metre social distancing guidelines within the workplace.  New, additional informative signage has been installed throughout the building.</p>						
<b>CALCULATION OF RISK WITH ALL CONTROL MEASURES IN PLACE</b>						
<b>P. E.</b>	<b>F. E.</b>	<b>M. L.</b>	<b>N. P.</b>	<b>H. R. N.</b>	<b>RISK</b>	
2	3	5	4	120	<b>Moderate risk</b>	

Covid -19 Hazard in "Warehouse and ground floor amenity rooms"					HARM		Assessment No				
As in Assessment 1 above.					Major transmission to several persons.		2				
TO WHOM			Fork truck operator, visiting driver.								
CIRCUMSTANCES			Contraction of virus by exposure to other infected person.								
P. E.		F. E.		M. L.		N. P.		H. R. N.		RISK	
2		3		5		4		120		Moderate Risk	
<b>CONTROL MEASURES</b>											
<p><u>As all control measures listed above in Assessment No.1</u>  <u>Also to note the following which applies to all Truswell staff and workers,</u>  Subjects are not to come to work if they feel in any way unwell.  Subjects are required to have their temperature checked on entry to the building.  If they start to feel unwell as the day progress they must report it and present themselves for another temperature check which, if positive, subject must return home and isolate.</p>											
<p>The subjects must take extra care when interacting with all visiting drivers, some who may have recently arrived in the country from overseas.  Close interaction must be strictly within the Governments Social distancing guidelines.  Should any visitor display resistance to comply with the basic Government Guidelines the Truswell Management must be informed immediately.</p>											
<p>If close interaction between Truswell warehouse staff or visiting staff becomes inevitable in order to complete the work process time exposure must be minimised.  If this is in doubt then a further assessment must be carried out to consider if the activity is safe to go ahead.</p> <p>No one is obliged to work in an unsafe work environment.</p>											
<b>CALCULATION OF TOTAL RISK WITH ALL CONTROL MEASURES IN PLACE</b>											
P. E.		F. E.		M. L.		N. P.		H. R. N.		RISK	
1.5		3		5		4		90		Acceptable risk	