

Admiral |Windows

Units 1 & 2, 17 Pony Road, Horspath Industrial Estate,
Cowley, Oxford. OX4 2RD Tel: 01865 788333

Risk Assessment

Task Description	Infection from Corona Virus (COVID-19)	Location	Customers residence	Date	2020-2021
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Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (= a x b)
Corona Virus (COVID-19) – potential exposure/ ALL operatives and people who may have come into contact with infected person. Close Working	<p>If there is to be skin-to-skin contact, then any WORKS CANNOT PROCEED. If you cannot keep a distance of 2m or more then we respectfully ask you don't enter that room when our operatives are working there. Face masks are to be worn at all times wherever practically possible, avoid face to face interaction unless at least 2metres away.</p> <p>We rarely re-use face masks although they are in short supply. Wiping with disinfectant between uses is recommended and we never share with any other operatives.</p> <p>Any visible signs of wear or damage to masks including dirt will render the mask useless and a replacement must be used.</p>	4	2	8

Hazard	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (= a x b)
Symptoms/ Suspected case.	<p>If you are suffering from respiratory problems, fever, constant cough, shortness of breath immediately self-isolate and if this persists or gets worse call 111 for advice. You must immediately inform Admiral Windows prior to your appointment and inform us of the situation and look to re-schedule after the recommended isolation period. Should any Admiral operatives display suspected COVID symptoms within 2 days of visiting your property we have a duty of care to inform you and strongly suggest your household self isolates until you can safely be tested.</p>			

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Contact with surfaces and people	<p>Try to avoid contact with sick people, avoid touching nose, eyes and mouth</p> <p>Cover your cough or sneeze into a tissue and dispose of immediately.</p> <p>Clean and disinfect areas we may be likely to come into contact with prior to our arrival on site.</p> <p>All Admiral operatives regularly utilize the anti-bacterial hand cleanser provided by Admiral before commencing any work and immediately after every rest and bathroom break.</p> <p>We utilize disinfected dust sheets where items, materials or surfaces cannot be easily decontaminated.</p>			

Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (= a x b)
Travel to work	<p>All Admiral operatives will arrive in their own vehicles and we never use public transport. If travelling with another person we try to keep our distance the best we can and if we feel it is necessary, then utilize face masks.</p>			
Disclaimer	<p>Although we are taking all the necessary precautions and mitigating the risk of COVID transferal utilizing the recommended PPE and method of works there will still always be a risk of infection which cannot be negated.</p> <p>By accepting this risk assessment, you are agreeing to the precautions set out within. Admiral Windows will not be held liable should you display any</p>			

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	<p>related symptoms after we have been to your premises.</p> <p>We respectfully ask you contact us IMMEDIATELY so we can self-isolate and be tested should you display symptoms as we cannot risk any further spread of the infection.</p>			
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Likelihood (a)	Severity (b)	Risk Ranking (= a x b)
4	2	8

	Likelihood		Severity		Priority
1	Highly Unlikely	1	Trivial	1	Urgent action – (Risk no 15 – 25)
2	Unlikely	2	Minor Injury	2	High Priority – (Risk no 10 – 12)
3	Possible	3	Over 3 day Injury	3	Medium Priority – (Risk no 5 – 9)
4	Probable	4	Major Injury	4	Low Priority – Risk no (2 – 4)
5	Certain	5	Incapacity or Death	5	Very Low Priority– No Action required (Risk no 1)

Name

Date

Signed