

Risk Assessment-Results

Nature: Two man loading / unloading and completion of deliveries during Coronavirus period

Risk Ranking: 1 – 8 LOW 9 – 15 MEDIUM 16 – 25 HIGH

‘Residual Risk’ is that assessed as remaining by adoption of the safe method of working

Hazards	Associated risks	Persons at Risk				Control measures	Severity	Revised		Comments
		Emp	Con	Pub	Vis			Likely hood	Residual Risk	
Delivery	Contracting Coronavirus	X				When booking deliveries in with customers transport team to advise of doorstep/contactless delivery and if customers will not accept these terms, deliveries will not be confirmed and need rebooking at a later date. Product assembly and waste removal currently not possible.	4	3	12 MED	
Delivery/ Uncertainty	Contracting Coronavirus	X				If delivery teams are in any doubt on arrival at customer’s property then they will contact the main office for further advice.	4	3	12 MED	
Working in close proximity	Contracting Coronavirus	X				Temperature checks carried out by management before drivers start their shift. A fixed pairing system in place. Sitting side by side avoiding bodily contact. Acrylic sneeze guard screen fitted inside cab. Making sure the vehicle is well ventilated to increase the flow of air, for example opening a window. Ensure regular cleaning of vehicles, particularly of cabs at the end of each shift. Drivers must wear correct PPE i.e. gloves face mask when safe distancing is not possible and continue to wash and sanitise hands regularly.	4	3	12 MED	
Wearing of face coverings	Contracting Coronavirus	X				When wearing a face covering, avoid touching face or covering, as you could contaminate with germs from your hands. Change face covering if it becomes damp or damaged / unusable.	4	2	8 LOW	

Loading and Unloading	Potential musculoskeletal, back injuries Crushing injuries to hands and feet Cuts and abrasions Dislocation of joints or vertebrae	X	X		All members of staff are trained to carry out loading and unloading of the vehicles and will follow the method statement for this task. All loads will be packed correctly with heavy items at the base. Loads will be properly secure in the vehicle. Staff must wear protective footwear at all times. Door step delivery to be observed at all times delivery teams not permitted to enter customer's property, Contact free delivery must be observed at all times.	4	1	4 LOW	
Social distancing	Contracting Coronavirus	X	X		Where advisable delivery teams should be social distancing, were not possible ensure PPE must be worn and timescale is kept as short as possible.	4	3	12 MED	
Injury to staff, and members of the public during operations	Injuries	X	X		Anyone who may be affected by the works to be informed of site work, especially tenants and other contractors or occupants. Staff will follow the method statement devised for this task at all times.	3	1	3 LOW	
Driving company vehicles	Road traffic accidents	X	X		The company will hold a copy of each driver's licence on file renewed annually. Drivers are not allowed to work whilst under the influence of alcohol or drugs and face severe disciplinary measures for breaches. Staff will adhere to speed limits at all times. All vehicles used for company business are maintained and serviced on a regular basis. Drivers will carry out vehicle checks prior to starting work including tyre pressures and damage; oil and water levels; headlights, side lights and indicators; windscreen washers etc.	4	2	8 LOW	

Injury from incorrect manual handling	Potential musculoskeletal, back injuries Crushing injuries to hands and feet Cuts and abrasions Dislocation of joints or vertebrae	X			Lifting equipment provided where loads are heavy including sack barrows where appropriate. Only one member of the delivery team in the back of the vehicle at one time Dual lifting to be used on awkward lifts, social distancing observed where possible, PPE to be worn at all times. Ensure that the route to be taken while lifting is clear of any obstructions. Staff will not lift beyond their capabilities, and will seek help for any load they consider too heavy or hazardous to lift. Staff must assess each manual handling situation and use mechanical aids for lifting where appropriate or dismantle the load if possible into manageable items then reassemble. All site staff members have received instruction and training in house for manual handling.	4	2	8 LOW	
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Derived from company individual activity related risk assessments.

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