Risk Assessment for dealing with the current Covid-19 situation in the workplace.

What is the hazard?	Who might be harmed	Controls Currently in place	Additional Controls	Action by who?	Action by when?	Done
Spread of Covid-19 Coronavirus	FSS Field Staff Store Employees Store Customers	Hand Sanitising Follow store protocols at all time. Anti-bacterial Gel supplied	Where allowed by the store wash your hands upon entering the store and again when you leave. If this is not possible then employees to use the hand sanitiser supplied on entering and exiting the store. Wash hands at the earliest opportunity.	All Staff	Ongoing	
	physically comes in contact with you in relation to your business		Employees to be reminded on a regular basis to wash their hands for 20 seconds with soap and water and the importance of proper drying with disposable towels. Employees to be reminded to use the anti-bacterial gel supplied. Employees to be 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. Ensure they have a supply of tissues with them. 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	Line Managers	Ongoing	
		Cleaning of equipment Frequently cleaning and disinfecting tablets and mobile phones.	Screen wipes supplied	НО		
		Social Distancing Always follow retailer protocol High Viz Vests to be worn at all times in store	Observe the 1 way system if in place Reduce the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency.	All Staff	Ongoing	

		Work side by side with any colleagues and not FtF Keep conversations with store staff to under 15 minutes — this will reduce the risk of exposure. Be Aware of customers around you who are trying to keep a safe distance Conference calls to be used instead of face to face meetings Staff to be reminded of the importance of social distancing		
	ic Transport pany Vehicle	Public transport should be avoided. When traveling for work purposes you must travel alone. No work colleagues can travel with you in your company vehicle	All staff	Ongoing Ongoing
Dispo		Staff to be reminded that wearing of gloves is not a substitute for good hand washing.	All Staff	Ongoing
Mask	ks have been supplied	Training to be done prior to starting work.	All Staff	Ongoing
Store	e procedures	All staff to familiarise themselves with third party procedures when entering stores and ensure that they follow store guidelines.	All staff	Ongoing
If an continuous work to foll Line r	inyone becomes unwell with a new inuous cough or a high temperature in the place they will be sent home and advised llow the stay at home guidance.	Internal communication channels and cascading of messages through line managers will be carried out regularly to reassure and support employees. Line managers will offer support to staff who are affected by Coronavirus or has a family member affected.	All Staff	Ongoing

	Mental Health Management will promote mental health & wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help	Regular communication of mental health information and open door policy for those who need additional support. Grocery aid are there to provide emotional, practical and financial support for grocery staff https://www.groceryaid.org.uk/	All Staff	Ongoing	
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Additional Comments:

Wash your clothes after use.

Dispose of all used PPE - Keep plastic bags in your vehicle and throw away daily Keep PPE in your car and easily accessible

Government guidelines can be found here https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance