GENERIC RISK ASSESSMENT FORM

Department: Fazilas	Site: Fazilas			Reference No:						
Activity		People at F	Risk:							
Department measures for the prevention of Coronavirus infection	on/ contamination	All Staff in the department								
between staff										
Assessor(s): R. Gill			Date: 29/04/2020	Review Date	28/05/2020					
Accidents / Incidents in Previous 12 months: None. Distancing wall marking and corridor floor marking added 29/04/20										

Hazard, Hazardous Event and Expected Consequence	Assessment of Risk Before Control Measures L C R		efore rol ires	Control Measures	Residual Risk After Control Measures		ontrol	Additional Measures Required	Residual Risk After Additional Measures L C R		Additional Measures Actioned	
Staff with Coronavirus symptoms entering the site	4	4	16	All staff are checked on entry to the site for temperature; any person with a temperature 37.8C or above is sent home to self- isolate.	2	4	8					
Contamination when entering or leaving the dept.	3	4	12	Supervisors control the flow of staff through the changing areas allowing one person into a section at a time Wall markings applied to mark out separation areas	2	4	8					
Infection/contamination due to the lack of social distancing when working in offices, on production lines, packing & cooking areas	3	4	12	Additional conveyor belt added to sandwich line to allow suitable distancing between staff. Staff assembling samosas/spring rolls work on the ends of the tables to allow safe distancing. Packing staff suitably distanced from the next person; no face to face working.	2	4	8	Supervisors to monitor safe distancing is maintained				

				Cook area staff working 1 person to each item of equipment allowing safe distancing. Some office staff working from home allowing safe distancing in the office areas. All offices have maximum occupancy numbers posted. Access corridor floor markings added for 2 metre separation.								
Contamination from hands and from touching face.	3	4	12	Regular hand washing/changing of disposable gloves continues as per food hygiene standards. Staff instructed through Food Safety training not to touch their face and to wash hands immediately if they do.	2	4	8	Recommend all staff wash hands every 30 minutes throughout the work shift Recommend that all frequent contact surfaces/control panels etc. are sanitised every 30 minutes in all areas including offices.				
Contamination from workwear/use of another person's coat.	2	4	8	All workwear coats are changed at the end of the shift and sent for laundering	1	4	4	Recommend coat hooks are numbered for each individual staff the have their own hook.	1	4	4	
Vulnerable staff exposure to risk of infection	4	5	20	No vulnerable staff identified as still working on this site. Pregnant staff members now shielding from home.	1	5	5					

Additional Measures Required	Responsibility	Completion Date	Completed	Communicated to Staff
Recommend that all frequent contact surfaces/control panels etc. are sanitised every 30 minutes in all areas including offices.	management			
Recommend work coat hooks are numbered for each individual staff the have their own hook	management			

Likelihood 1 - Very Unlikely 2 - Unlikely 3 - Fairly Likely 4 - Likely 5 - Very Likely

Consequences 1 - No injury 2 - Minor Injury 3 - Moderate Injury 4 - Major Injury 5 - Death

Risk Ratings 1 – 8 Low Risk 9 – 15 Medium Risk 16 -25 High Risk