



HSQE RISK ASSESSMENT

Company Risk Assessment (Site Works) - COVID19 Protection



This Risk Assessment has been developed and reviewed, based upon ongoing information and guidance from the UK Government in relation to working safely on work sites (COVID19 risks), including:

- Ongoing Prime Minister / Cabinet address to the nation on coronavirus
- The current guidance and recommendations promoted on www.gov.uk and <https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19> for businesses re: practical actions and controls to take to prevent risks from Covid19 exposure
- The current guidance (as per the date of this risk assessment) issued by the Department for Business, Energy and Industrial Strategy (BEIS) via www.gov.uk
- Specifically, the BEIS documents:

Construction and other outdoor work (published 11th May 2020) – Updated 5th January 2021

Guidance for people who work in or run outdoor working environments.

Other People's homes (published 11th May 2020) – Updated 5th January 2021

Guidance for people working in, visiting or delivering to other people's homes.

Dyson Energy Services will review this method statement and any associated procedures and risk assessments on a daily basis – if new updates change any controls highlighted within this method statement, Dyson Energy Services will review, amend and communicate accordingly.

Dyson Energy Services will keep updated of any Government updates in relation to Covid19.

This risk assessment has been reviewed / updated specifically following the National UK lockdown announced by the UK Government on 5th January 2021 – Dyson Energy Services will continue to review any ongoing updates from the Government and update this document and any outlined controls accordingly.

Activity: The direct works will involve trades and works associated with site trade related works (Cavity Wall Insulation, Loft Insulation, etc.) – this risk assessment, however, is focussed specifically on the arrangements that must be in place to protect both Dyson Energy Services Staff and property residents and members of the public from Covid19 exposure risks (whilst the core / direct trade works take place).

SIGNIFICANT RISKS	<ol style="list-style-type: none"> Working at Height / Fall from Height Use of Power Tools / Various Hazards (Noise / HAV / Cuts) Slips, Trips and Falls 3rd Party / Member of Public Unauthorised Entry to work area COVID19 Transmission risks
Key Legislation	<i>The Health and Safety at Work Act 1974, The Management of Health and Safety at work Regulations 1999 and all current relevant British Standards relating to any trade related works being carried out on site.</i>
Persons at Risk	<ul style="list-style-type: none"> Operatives and Contractors on site Residents Members of the public (in external areas)
Induction	<p>Each Operative who attends site is to receive an induction to include (but not limited to):</p> <ul style="list-style-type: none"> Site Rules of behaviour Site Access / Egress Arrangements Measures and controls to be implemented to protect public Emergency Arrangements COVID19 Safe working arrangements
Training Requirements - Health and Safety	<p>All Operatives will receive the following training as a minimum at the point of induction (refreshed annually):</p> <ul style="list-style-type: none"> Asbestos Awareness Manual Handling Slip, Trips and Falls Working at Height (Essentials) Working at Height (Advanced) COVID19 Awareness

Section 2. Overall Risk Score and Rating – Before implementing Controls (COVID19)

Likelihood - hazard causing harm	X	Potential Severity of Injury	=	Score	Rating
3		3		9	HIGH

Risk Score and Rating – <u>After</u> implementing Controls	1	x	3	=	3	LOW
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THE DYSON ENERGY SERVICES RISK ASSESSMENT (H/M/L) SCORE RATING MATRIX

Likelihood of causing harm	4 – Probably will occur / Certain	4 MEDIUM	8 HIGH	12 VERY HIGH
	3 – likely to occur	3 LOW	6 MEDIUM	9 HIGH
	2 – May occur	2 LOW	4 MEDIUM	6 MEDIUM
	1 – Remote /Very unlikely to occur	1 VERY LOW	2 LOW	3 LOW
		1 Minor Minor injuries requiring only first aid	2 Significant Can cause injury which can or may lead to time off	3 Severe to Major Serious injury which could lead to disability, significant time off or fatality
		Severity if hazard is realised		

Section 3. UK Government Covid19

The UK Government has indicated that from 5th January 2021, England will go into lockdown and this will potentially last until March 2021

- Lockdowns have already been implemented by the Welsh and Scottish Government(s)

The lockdown will follow almost identical restrictions introduced by the previous lockdowns (March – July 2020) – with schools/educational establishments closing intermittently and recommended automatic shielding for those are classed as ‘vulnerable’ and / or have prescribed medical conditions (i.e. those who have previously shielded due to being within the vulnerability category for medical or other specific reasons).

The Construction industry is authorised to remain open and is ‘actively encouraged’ – with suppliers also able to continue trading throughout the lockdown without restrictions.

The following risk assessment highlights the controls that Dyson Energy Services must adhere to – and is based upon UK Government guidance as of 5/1/2021.

Dyson Energy Services will continually review the ongoing threat level and the associated ‘steps’ that are introduced by the UK Government to support the lockdown easing – and will highlight in this risk assessment how we will comply with any requirements.

Dyson Energy Services will also integrate the traditional risk assessment H/M/L rating system into our arrangements and controls for Covid19.

Section 4. Key Health and Safety Hazards/Risks associated with this task (and controls)

All risks and controls required for trade and task-based activities are outlined within their own respective risk assessments and method statements.

However, due to the current and immediate risk from Covid19 – Dyson Energy Services have reviewed the specific risks (and controls) relating to Covid19 as a separate risk category.

COVID19 – Dyson Energy Services - SAFE WORKING ARRANGEMENTS / CONTROLS

The following controls are specific to the risks from Covid19 and will always be incorporated into controls for the general trade task risks, which will be adhered to by Dyson Energy Services Staff and Contractors at all times.

1. Awareness of risks and Ongoing Government Advice - COVID19

Person(s) at risk: Dyson Energy Services, Client, Operatives, Residents, Public

Key Risks: *Dyson Energy Services must maintain an awareness of government advice, in relation to controlling Covid19 risks to ensure that we are compliant with any new updates released and communicated (relevant to our works and controls).*

Key Controls:

Dyson Energy Services Health and Safety Advisor will monitor constant updates from all potential sources of UK Government communications re: Covid-19 – including:

- Live BBC Updates from the UK Government
- UK Government website
- Social Media updates from UK Government / Local Authorities

Following any new communications, Dyson Energy Services HS Advisor will review if there are any impacts to Dyson Energy Services and benchmark against current controls.

Dyson Energy Services may communicate to staff that no updates change existing controls.

RISK (BEFORE CONTROLS)

HIGH

RISK (FOLLOWING CONTROLS)

LOW

2. Travel to site - COVID19

Person(s) at risk: Dyson Energy Services, Client, Operatives, Residents, Public

Key Risks: *Risk of Covid19 transmission / breach of UK Government guidance.*

Key Controls:

Only key persons within a recognised family / team bubble to travel together.

- Face masks / coverings must be worn when travelling
- The vehicle interior surfaces must be sanitized with alcohol / sanitizing cleaning wipes before and after use
- Vehicle handles and areas of the door touched by persons accessing and using the vehicle must be sanitized with alcohol / sanitizing cleaning wipes before and after use

Do NOT engage directly with the public in any way.

RISK (BEFORE CONTROLS)

HIGH

RISK (FOLLOWING CONTROLS)

LOW

3. Screening Staff / Identifying potential symptoms - COVID19

Person(s) at risk: Dyson Energy Services, Client, Operatives, Residents, Public

Key Risks: *Risk of Covid19 transmission / breach of UK Government guidance.*

Key Controls:

All staff will be required to check in every morning to the Site Manager and confirm if they (or any other person in their household) has potential symptoms of Covid19.

All staff are required to inform their manager (before attending work sites), if they (or any other person in their household) has potential symptoms of Covid19.

If any person (or any other person in their household) has the symptoms of Covid19 – they will be refused access to works and will be informed to stay at home and self-isolate, in line with current Government advice.

The government advice for anybody who thinks they may have symptoms of COVID19 is to order a test immediately at www.nhs.uk/coronavirus and (following completion of test) await results and further guidance in relation to self-isolation guidelines.

DYSON ENERGY SERVICES CARRY OUT COVID19 TESTING OF INSTALLATION OPERATIVES ON A WEEKLY BASIS

- All Installation Operatives now receive a COVID19 test every 7 days before beginning their shift
- The test results are rapid and received within 15 minutes
- The test results are recorded and any person with a positive result will be required to return home and isolate immediately (they will not return to work until they have completed the required isolation period and have received a Pass result on a repeat COVID19 test)

RISK (BEFORE CONTROLS)

HIGH

RISK (FOLLOWING CONTROLS)

LOW

4. Social Distancing on site - COVID19

Person(s) at risk: Dyson Energy Services, Client, Operatives, Residents, Public

Key Risks: *Risk of Covid19 transmission / breach of UK Government guidance*

Key Controls:

General Principles – when working at properties

All staff and contractors will maintain at least a 2 x metre separation from each other and any property resident

- Staff will also be wearing full protective PPE as prescribed

Site Management will enforce the 2 x metre separation strictly and breaches will be classed as gross misconduct.

Dyson Energy Services will review and design all works to allow for at least 2 x metre social distance working whilst on site – this should be supported by signage, barriers and verbal communication of controls where required.

Non-essential physical work that requires close contact between workers / residents should not be carried out.

Work requiring skin to skin / physical contact between staff, contractors or residents should not be carried out.

Re-usable PPE should be thoroughly cleaned after use and not shared between workers.

Single use PPE should be disposed of so that it cannot be reused.

Limit number of persons within one area if social distancing cannot be maintained effectively (e.g. only 1 x person to access area at once)

Continual communication must be made before moving from / between work areas to check there is no person in close proximity (i.e. who may be less than 2 x metres away).

Staff and Contractors MUST follow the social distancing controls specified above – do not directly interact with the resident.

Staff / Contractors working on site (including Void Sites)

All staff will maintain at least a 2 x metre separation from any other person / colleague.

Line Management will enforce the 2 x metre separation strictly and failure to comply with this, will be addressed on an individual basis.

Dyson Energy Services will review all planned and surveyed works to design the site to allow for at least 2 x metre social distance working – **any work which needs to be done in closer proximity than 2 metres will need staff / contractors to wear face mask / covering and gloves and carry out hygiene practices (i.e. wash hands thoroughly before carrying out task).**

These activities should also be very short duration.

When in close proximity to each other, every practical attempt must be made to carry out the task, without directly facing each other (i.e. working side on, rather than directly facing) – this should however, not add to any health and safety risks in carrying the task out if this is not practical.

Residents and Public

Interaction with residents and public (Social distancing with residents)



A distance of at least 2 x metres (between other people) must be maintained at all times - the following practises must be followed to protect residents and maintain social distancing:

Surveying (occupied premises)

Contact with resident to attend property (for Survey)

1. Dyson Energy Services will make contact with the resident of each property (via phone) to introduce ourselves and discuss the works to take place at the property.
2. Dyson Energy Services will agree a mutually convenient date and time for a surveyor to attend the property and inspect the property, in order to establish how we will implement the Clients design specification.

COVID19

1. Dyson Energy Services works planner(s), when discussing the proposed installation with the resident, will determine:
 - If any person in the property has the symptoms of COVID19
 - If any person in the property has been confirmed (by testing) to have contracted COVID19
 - If any person at the property is self-isolating, due to being classified as high risk or critical risk (medical condition)

IF THERE ARE ANY KNOWN COVID19 RISKS TO THE RESIDENT BASED UPON THE ABOVE – WE WILL LIAISE WITH THE CLIENT BEFORE PROGRESSING ANY FURTHER.

Surveyor attending property

1. Dyson Energy Services will arrange for a Surveyor to attend the property at the date and time agreed with the resident

Limit Surveying staff to maximum of 1 x person (unless technical support / Client representative required).

This will involve a site specific assessment being carried out to both apply the specification of the Client and to identify any property and resident specific risks, which need to be considered (and controls implemented), before the installation goes ahead.

COVID19 Arrangements

2. Dyson Energy Services carry out daily checks with all staff, to ensure that they (or others in their household) are not experiencing any known symptoms from COVID19
Any person who is suffering from symptoms of COVID19 (or shares a household with somebody who is), will not be authorised to start work and will be told to return home and self-isolate
All Surveyors and Installation Operatives are tested for COVID19 on a minimum weekly basis
3. The Resident will be contacted by phone by the surveyor, to let them know they are outside the property (and to confirm that since we last spoke, there have been no updates to symptoms / self-isolating circumstances within the property)
4. As much information is to be obtained from the resident (by the Surveyor), before entering the property
5. When the Surveyor needs to access the property, they will ask the resident to move away from the access point and move to another area of the property (where social distancing can be maintained)
6. The Surveyor will put on a protective face / mouth covering, protective gloves and a high visibility vest (which promotes social distancing) before accessing / entering the property
7. The Surveyor will gather as much information as possible (photos, visual observation), without interacting with the resident during the property design process (i.e. any element of the survey that does not require the resident to be physically present in the area)
8. If any interaction with the resident is required, it will be carried out with at least 2 x metre distance being observed (with face / mouth covering in place)
9. The Surveyor will carry out several observations whilst in the property, including:
10. Interpretation of Client specification and manufacturers requirements to practical design
11. Risk Assessment / Method Statement for works will be developed
12. Social distancing will be observed at all times within the property
13. All surfaces that have been touched by the Surveyor will be wiped clean with cleaning / sanitizing wipes
14. Any equipment used by the Surveyor will be wiped, cleaned and sanitized
15. On completion of the survey, the resident will be updated on all of the processes and procedures relating to the scope of works to be carried out by Dyson Energy Services
 - Keeping them fully updated and allowing the time / opportunity to ask any questions
16. THE RESIDENT WILL NOT BE REQUIRED TO HANDLE OR SIGN ANY PAPERWORK IF THEY ARE NOT COMFORTABLE IN DOING SO (ELECTRONIC METHODS OF COMMUNICATION WILL BE CONFIRMED)
17. Once outside the property, the Surveyor will remove all PPE
18. Disposable PPE will be placed in protective bags and returned to Dyson Energy Services Office for disposal
19. Reusable PPE will be cleaned and sanitized, ready for reuse
20. Any further contact with the resident will be via telephone

Working within (occupied premises)

Staff / Contractors attending property

1. Dyson Energy Services will arrange for Operatives to attend the property at the date and time agreed with the resident
Dyson Energy Services will limit staff to the minimum number required for the task to be completed
Where possible, we will arrange for contractors of different trades to attend at different times (and reduce risk)

COVID19

1. Dyson Energy Services carry out daily checks with all staff, to ensure that they (or others in their household) are not experiencing any known symptoms from COVID19

Any person who is suffering from symptoms of COVID19 (or shares a household with somebody who is), will not be authorised to start work and will be told to return home and self-isolate

All Surveyors and Installation Operatives are tested for COVID19 on a minimum weekly basis

2. The Resident will be contacted by phone by the Operative(s), to let them know they are outside the property (and to confirm that since we last spoke, there have been no updates to symptoms / self-isolating circumstances within the property)
 3. The Operative(s) will need to access the property to carry out essential checks upon property condition, utilities, etc.
 4. When the Operative(s) needs to access the property, they will ask the resident to move away from the access point and move to another area of the property (where social distancing can be maintained)
 5. The Operative(s) will put on a protective face / mouth covering, protective gloves and a high visibility vest (which promotes social distancing) before accessing / entering the property
 6. The Operative(s) will carry out as much pre works assessment of the task, without interacting with the resident (i.e. any element of the survey that does not require the resident to be physically present in the area)
 7. If any interaction with the resident is required, it will be carried out with at least 2 x metre distance being observed (with face / mouth covering in place)
 8. Social distancing will be observed at all times within the property
 9. All surfaces that have been touched by the Operative(s) will be wiped clean with cleaning / sanitizing wipes
 10. Any equipment used by Operative(s) will be wiped, cleaned and sanitized
- **Barriers to prevent access and entry to work areas must be installed**
Physical barriers to prevent access to specific high risk / working areas
21. On completion of the works - THE RESIDENT WILL NOT BE REQUIRED TO HANDLE OR SIGN ANY PAPERWORK IF THEY ARE NOT COMFORTABLE IN DOING SO (ELECTRONIC METHODS OF COMMUNICATION WILL BE CONFIRMED)
 11. Once outside the property, the Operative(s) will remove all PPE
 12. Disposable PPE will be placed in protective bags and returned to Dyson Energy Services Office for disposal
 13. Reusable PPE will be cleaned and sanitized, ready for reuse
 14. Any further contact with the resident will be via telephone

RISK (BEFORE CONTROLS)	HIGH	RISK (FOLLOWING CONTROLS)	LOW
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5. Hygiene and Welfare - COVID19

Person(s) at risk: Dyson Energy Services, Client, Operatives, Residents, Public

Key Risks: *Risk of Covid19 transmission / breach of UK Government guidance.*

Key Controls:

Handwashing

Dyson Energy Services Operatives must frequently wash their hands – for at least 20 seconds – with soap and water.

Dyson Energy Services Operatives have been issued with hand sanitiser – they must use it regularly to keep hands protected.

RISK (BEFORE CONTROLS)	HIGH	RISK (FOLLOWING CONTROLS)	LOW
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6. Entering Properties - COVID19

The following controls apply to any person who enters the property working for or on behalf of Dyson Energy Services – including subtrades associated with the direct works (Utility inspections and isolations, etc.)

Person(s) at risk: Dyson Energy Services, Client, Operatives, Residents, Public

Key Risks: *Risk of Covid19 transmission / breach of UK Government guidance.*

Key Controls:

Risk Assessment – property specific risks (Covid19)

Dyson Energy Services will only access properties if this is an essential requirement of works (survey / pre works condition report) or specific supporting a safety related element of works (electrical or gas safety checks).

Operatives and Contractors(s) who are deemed necessary to enter the premises, are to be made aware of any known information re: the resident (or other person in property) in relation to self-isolating or showing signs of Corona Virus symptoms.

DYSON ENERGY SERVICES WILL NOT ACCESS A PROPERTY WHERE ANY PERSON IS SELF ISOLATING DUE TO A CONFIRMED RISK FROM COVID19 (I.E. CLINICALLY OR EXTREMELY VULNERABLE / CONFIRMED COVID19 TEST RESULT / SYMPTOMS) – in this situation, we would work with the Client to identify a site/property/resident specific risk assessment to ensure all risks are eliminated or reduced.

Pre-Entry

Operative to wash and sanitize hands before accessing property.

Operatives to put on Personal Protective Equipment (PPE) before accessing property – Face/Mouth Covering, Protective Gloves – and Safety Goggles if a specific risk to the eyes exists).

Operative to wear High Viz vest at all times when in property and public areas to promote visibility to resident.

Accessing / Working in Property

Operative to keep distance of at least 2 x metres from resident at all times.

- Ask resident to open door and move away from the area
- Ask resident to move away from operative work area and go to another area of the property (where works are taking place)
- close doors where possible to create barriers with residents when working.

Operative to wear High Viz vest at all times when in property and public areas to promote visibility to resident.

Operative to wear protective mask / face or mouth covering when in property.

Operative to wear protective disposable gloves when in property.

- Do not touch surfaces with bare hands.
- Gloves are to be disposed of when job completed
- *Marigold style gloves used may be fully cleaned / sanitised rather than disposed of

Operative to wear protective goggles whilst in property if there is a specific risk to the eyes.

Work MUST NOT be carried out in closer proximity than 2 metres to resident(s).

Residents must be asked to vacate the property / area temporarily (to allow access to the work area) if a distance of at least 2 x metres cannot be maintained between resident and Dyson Energy Services Staff / Operative(s).

Operative to not accept food or drink (or to consume any food / drink) whilst in property.

Operatives to wipe any surfaces touched, clean with sanitizing wipes (including doors surfaces and handles).

DO NOT ALLOW RESIDENT TO TOUCH PDA OR TABLET OR PENS (CONFIRM ACCEPTANCE AND NOTE VERBAL AGREEMENT).

Wash and sanitize hands after leaving property.

RISK (BEFORE CONTROLS)	HIGH	RISK (FOLLOWING CONTROLS)	LOW
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7. Work in Public Areas / Public Access / Risks to the Public - COVID19

Person(s) at risk: Dyson Energy Services, Client, Operatives, Residents, Public

Key Risks: *Risk of Covid19 transmission / breach of UK Government guidance.*

Key Controls:

To ensure that the public are not placed at any risk of contact or Covid19 transmission from Dyson Energy Services, the following arrangements will be in place at all times:

- Dyson Energy Services will not access or egress onto public areas (from property) if there are any members of the public in the immediate access / egress area
- Dyson Energy Services will ensure that signage is in place to communicate to the Public that Dyson Energy Services are working on site (at site access / egress point)

- Dyson Energy Services will promote social distancing between staff / contractors and the public by the display of social distancing reminders and the use of High Visibility vests (which, where possible will also display social distancing reminders)
- There will be no storage of waste on public areas
- Waste will be removed following works completion
- If skips are left on site, their contents will be protected against public access risks
- Any surface impacted upon by Dyson Energy Services, which is accessible to the public (gate / fencing, etc.) will be cleaned before, during and after works

Dyson Energy Services will promote public awareness of our works and the requirement for minimum of 2 x metre social distancing via:

- Signage at the property entrance (highlighting / refreshing re: social distancing)
- Verbal reminders to any member of the public who may impede upon our site / works

RISK (BEFORE CONTROLS)	HIGH	RISK (FOLLOWING CONTROLS)	LOW
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8. Personal Protective Equipment (PPE) - COVID19

Person(s) at risk: Dyson Energy Services, Client, Operatives, Residents, Public

Key Risks: *Risk of Covid19 transmission / breach of UK Government guidance.*

Key Controls:

In addition to Personal Protective Equipment (PPE) required by the task - to protect against Corona Virus risks, Dyson Energy Services' Operatives must also wear the following at all times when working on site:

- Protective Gloves / Disposable Gloves
- Protective Face /mouth covering when working in close proximity to others
- Safety Goggles when a specific risk to the eyes is identified

Disposable PPE must be bagged and brought back to site office for disposal.

- Multi Use PPE must be fully wiped / sanitised and kept secured and covered within PPE bag
- No waste is to be accessible to residents or the public

RISK (BEFORE CONTROLS)	HIGH	RISK (FOLLOWING CONTROLS)	LOW
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9. Decontamination of surfaces - COVID19

Person(s) at risk: Dyson Energy Services, Client, Operatives, Residents, Public

Key Risks: *Risk of Covid19 transmission / breach of UK Government guidance.*

Key Controls:

Areas that have been touched by staff and contractors throughout the shift - and which are then accessible to the resident (or the public) - may cause a possible risk from contamination.

Any accessible surfaces which have been touched by Dyson Energy Services staff and contractors – must be cleaned with antibacterial disinfectant at the end of the working shift.

This includes (but is not limited to):

1. Front Gate / Gate Post / Gate handles
2. Door frames / Handles
3. Window frames / handles

TOOLS AND EQUIPMENT MUST BE CLEANED AND WIPED AFTER COMPLETION OF WORKS.

RISK (BEFORE CONTROLS)	HIGH	RISK (FOLLOWING CONTROLS)	LOW
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10. Waste - COVID19

Person(s) at risk: Dyson Energy Services, Client, Operatives, Residents, Public

Key Risks: *Risk of Covid19 transmission / breach of UK Government guidance.*

Key Controls:

DYSON ENERGY SERVICES Operatives must remove any waste from the work areas and place within site skips

- No waste is to be accessible to residents or the public

RISK (BEFORE CONTROLS)


HIGH

RISK (FOLLOWING CONTROLS)

LOW

DYSON ENERGY SERVICES APPROVAL

The Task / Work Activity must not begin until a 'Point Of Work Safety Assessment (POWSA)' has confirmed that the controls are in place.

Authorised by:	Ian Morrall (Managing Director) James Malone (Head of Health and Safety)	Date:	6/01/2021
Signature:		Date:	6/01/2021

Remember - If at any point you identify that you cannot start or continue with work safely – stop work (make the site safe if needed) and contact your Line Supervisor / Manager immediately for further support.