



Risk Assessment



ALL employers must conduct a risk assessment. Employers with five or more employees have to record the significant findings of their risk assessment.

Organisation Name: **Jorvik Removals & Self Storage Ltd**

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage the risk?	Action by whom?	Action by when?	Done
<u>Biological</u> Virus transmission for All staff in the workplace or through work activities	Potential for staff to become infected with the Covid-19 virus.	-All members of the team have been fully briefed with the current advice at staying protected through the government sites, and -HSE guidelines & RIDDOR Teamwork at home where this is feasible. -All non-essential surveys have been postponed. -Antibacterial cleaning wipes, hand wash and sanitisers are provided in vehicles & buildings. -Provide facemasks, gloves & goggles to staff. And staff experiencing any symptoms should self-isolate.	-Maintain regular communication. -Keep updated and informed with the current position. -Continue to limit social contact and try to keep 2m apart from clients where possible (make use of empty rooms where viable) -Ensure robust hygiene measures are followed (clean vehicles inside and out, desk, keyboards, mouse, screen, chair including arms, etc. Before and after use) and regular handwashing. -When visiting home or delivery points, it is essential to follow guidance on social distancing and always adopt robust hygiene measures on arrival. -Keep staff updated with HR & local procedures on reporting absences, isolation and any changes to working practices.			
<u>Biological / Service Delivery</u> Delivery of Health & Safety Training	Potential for virus transmission (staff, training provider and clients)	-Training venues have been subjected to increased hygiene/cleaning regimes.	-Try to cancel all moving until further notice unless it is essential on balance of risk for it to proceed. -Consider whether alternative methods of delivery are feasible for any training considered essential. -Support managers with advice on alternative controls that may be put in place in the absence of classroom-based training (such as e-learning, an extension of timescales, additional supervision, peer challenge etc.)			

Signed: (Employer)		Date:	
Subject to review, monitoring and revision by:		Every:	Months or sooner if work activity changes