




RISK ASSESMENT FOR “COVID-19” REDUCING THE RISK OF SPREAD ON SITE.

R/A No:	N/A
DATE:	24/03/2020
WRITTEN BY:	S. WOOLLEY

Haz No.	HAZARDS	PEOPLE AFFECTED	SEVERITY X LIKLEHOOD = RISK			CONTROL MEASURES	REMAINING RISK	FURTHER ACTION REQUIRED
			SEVERITY	LIKLEHOOD	RISK			
1	 The spread of COVID-19 on the “Torus Technology Group” site Telford, also Unit 8-9-C Kendall Business Park. Stafford Park TF3 3AT. .	Everyone	Major Disaster	Probable	20	<ol style="list-style-type: none"> 1. Visits to Customer / Supplier sites can continue, but please consider whether the purpose of the visit can be achieved remotely before travelling. If you are visiting a customer / supplier site then ensure that you are aware of that regions Coronavirus restrictions if any. If a home test gives a positive result, do not attend site, and do not come into work. Do inform your manager and keep your manager updated as to your test results if you are testing to release from Isolation after a negative test, following day 5. 2. Any trips abroad must be made, following the Government guidance for the specific country you are visiting and UK guidance on return. 3. Torus encourage all employees to regularly test at home. Test kits are available from Reception on request. 4. All Employees are encouraged to wipe down high contact points using wipes provided wherever possible i.e., Photocopiers, sinks etc. 5. All Employees must ensure that they regularly wash/sanitise their hands. Hand sanitisers will remain at all Torus sites for Employee use. After use, all cutlery and cups should be placed in the dishwasher 	5	No further action required.

RISK ASSESSMENT NUMBER:	GENERATED BY:	REFERENCE:	DATE CREATED:	REVISION 12	REVISION 13	REVISION 14	REVISION 15	REVISION 16	FORM REF:
N/A	Steve Woolley	COVID-19	24/03/2020	19/07/2021	07/02/2022	07/02/2022	09/12/2022	27/03/2023	TMSHS003-Rev 1



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			SEVERITY	LIKLEHOOD	RISK			
						<p>for cleaning rather than hand washing and leaving on the side to dry. The dishwasher will be run four times per day.</p> <p>6. If you are absent from work because you have contracted COVID-19 you should record the absence on your time sheet as ‘Isolation’. A self-certification form should be filled in on your return to work. Test after 5 full days of your symptoms starting. If the test is negative then return to work. If result is positive test again on day 7. Employees can return back to work after day 10 regardless of the test result.</p>		

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Action Plan

Haz No.	HAZARD	ADDITIONAL CONTROL MEASURES	DATE REQUIRED:	COMPLETED BY:
		Non- required at present		
Additional Notes: This assessment will be reviewed in line with Government recommendations.				

Likelihood	Severity				
	Negligible	Minor Injury	Over 3 Day Injury	Major Injury	Major Disaster
Highly Unlikely	1	2	3	4	5
Unlikely	2	4	6	8	10
Possible	3	6	9	12	15
Probable	4	8	12	16	20
Certain	5	10	15	20	25

Severity Matrix		Priority	
Negligible	<ul style="list-style-type: none"> Scratch 	Very Low Priority	1
Minor Injury	<ul style="list-style-type: none"> Cut Graze Animal/Insect bite 	Low Priority	2 - 4
Over 3 Day Injury	<ul style="list-style-type: none"> Serious Sprain. Back ache. 	Medium priority	5 – 9
Major Injury (Reportable under RIDDOR 2013).	<ul style="list-style-type: none"> Amputation Skeletal Injury Burns Injuries to internal organs Eye injuries resulting in loss of sight Any injury resulting in unconsciousness. 	High Priority	10 – 12
Major Disaster	<ul style="list-style-type: none"> Fatality Multiple fatalities 	Urgent Action	15 - 25



Safe System of Work

SUMMARY OF HAZARDS IDENTIFIED:

1. The spread of COVID-19 on the Torus Technology Group site Telford, also Unit 8-9-C Kendall Business Park. Stafford Park TF3 3AT.

SAFE SYSTEM OF WORK

2. Visits to Customer / Supplier sites can continue, but please consider whether the purpose of the visit can be achieved remotely before travelling. If you are visiting a customer / supplier site then ensure that you are aware of that regions Coronavirus restrictions if any. If a home test gives a positive result, do not attend site, and do not come into work. Do inform your manager and keep your manager updated as to your test results if you are testing to release from Isolation after a negative test, following day 5.
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7. If you are absent from work because you have contracted COVID-19 you should record the absence on your time sheet as 'Isolation'. A self-certification form should be filled in on your return to work. Test after 5 full days of your symptoms starting. If the test is negative then return to work. If result is positive test again on day 7. Employees can return back to work after day 10 regardless of the test result.

SIGN OFF OF SSW: I understand the safe system of work for the above activity / job and agree to abide by it.

CHANGE DETAILS & NOTES	AUTHORISED BY	DATE	Revision level
Original risk assessment	S. Woolley	24/03/2020	Revision 1
Additional safe systems of work	S. Woolley	14/05/2020	Revision 2
Additional safe systems of work	S. Woolley	25/06/2020	Revision 3
Additional safe systems of work	S. Woolley	25/08/2020	Revision 4
Additional safe systems of work	S. Woolley	18/09/2020	Revision 5
Additional safe systems of work	S. Woolley	03/11/2020	Revision 6
Additional safe systems of work	S. Woolley	13/11/2020	Revision 7
Additional safe systems of work	S. Woolley	16/11/2020	Revision 8
Additional safe systems of work	S. Woolley	17/12/2020	Revision 9
Additional safe systems of work	S. Woolley	06/01/2021	Revision 10
Additional safe systems of work	S. Woolley	29/06/2021	Revision 11
Additional safe systems of work	S. Woolley	19/07/2021	Revision 12
Additional safe systems of work	S. Woolley	10/12/2021	Revision 13
Additional safe systems of work	S. Woolley	07/02/2022	Revision 14
Additional safe systems of work	S. Woolley	09/12/2022	Revision 15
Additional safe systems of work	S. Woolley	27/03/223	Revision 16