

SARIA LTD COVID-19 RISK ASSESSMENT – Version 1.1

Hazard	People at risk	Controls Required	Additional Controls	Assigning actions & completion
<p>Spread of COVID-19 and the impact of this on the wellbeing of our people, stakeholders and continued business operations.</p>	<ul style="list-style-type: none"> • Employees • Visitors • Contractors • Members of the supply chain • 3rd party drivers • Agency workers <p><i>*Specifically, those in vulnerable groups – i.e. elderly, pregnant workers, those with existing underlying health conditions as detailed on gov.co.uk</i></p>	<p><u>Hand Washing</u></p> <ul style="list-style-type: none"> • Hand washing facilities with soap and water in place. • Stringent hand washing taking place. • See hand washing guidance. https://www.gov.uk/government/news/public-information-campaign-focuses-on-handwashing • Drying of hands with paper towels and disposing of these in bins provided. • Employees are encouraged to protect the skin by applying hand cream daily to protect against drying skin. 	<p>Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels.</p> <p>Employees 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. Tissues will be made available throughout the workplace.</p> <p>Employees to report any issues to management where experienced.</p> <p>To help reduce the spread of COVID-19, all people present at our sites are reminded of the Government advice via posters, leaflets and other materials which are on display.</p>	<p>It is noted that the business has been assigned ‘critical’ status in respect of its industry operations within waste, food and food chain manufacturing and utilities.</p> <p>As such, the business has continued to operate safely and successfully throughout the pandemic.</p> <p>This risk assessment therefore acts as a single document representative of the Company response to the COVID-19 pandemic.</p>

		<ul style="list-style-type: none"> • Hand sanitisers in any area where washing facilities not readily available and particularly at entry/exit points. • Hand washing is particularly relevant at meal breaks, smoking breaks and washroom breaks. <p>Cleaning</p> <ul style="list-style-type: none"> • Frequent cleaning and disinfecting objects and surfaces which are touched regularly is required. • Particular attention to be given to high use areas such as door handles, light switches, reception areas, washroom areas, computer equipment, telephones and desks. 	<p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/876212/COVID19_Guidance_Employers_and_businesses_.pdf</p> <p>Rigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed and standards of cleanliness are maintained.</p> <p>Each employee will be responsible for cleaning of their own workstation and equipment at regular intervals and after use, no less than at the start and end of their working day.</p> <p>Drivers will be responsible for maintaining the cleanliness of their vehicle and should make time on a daily basis to ensure standards are maintained.</p>	<p>Responsibility for the implementation and continued adherence to the measures outlined in this document is shared by all employees, visitors, contractors and other stakeholders to ensure the continued health, safety and wellbeing of our employees and all individuals who come into contact with our business.</p> <p>The Directors and Senior Leadership Team are responsible for ensuring continued adherence to these requirements and will ensure these are enforced.</p> <p>Failure to comply with the measures undertaken in this document is considered as a serious case of gross misconduct and will be subject to formal action in accordance with our policies and procedures.</p>
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