

<b>Task / Process / Activity Description:</b>	Repairs to Unoccupied Properties (including individual void dwellings and larger premises under refurbishment)	<b>Start Date</b>	5 <sup>th</sup> Jan 21
		<b>Review Date</b>	Due to the pace of the potential spread of Covid-19 and the daily updates from NHS this document will be regularly updated.
<b>Assessors Name:</b>	Dean Smith – SHEQ Department	<b>Risk Assessment Approved By Branch Managers:</b>	<b>Branch:</b>
<b>Assessors Signature:</b>	<i>D Smith</i>		<b>Print Name:</b>
			<b>Signature:</b>

<b>Hazard</b> (Something with the potential to cause harm)	<b>Hazard Cause</b> (How will the hazard be realised)	<b>Hazard Effect</b> (The potential injury sustained)	<b>Who Can Be Harmed</b> <small>Employee = E Contractor = C Visitor = V Public = P</small>	<b>Risk Level</b>	<b>Mandatory Control Measures</b>	<b>Residual Risk Level</b>	<b>Additional Requirements</b> <small>e.g. Monitoring, Training, Advice to Others etc.</small>
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COVID – 19	Potential contamination of property prior to the works	Contracting COVID – 19	E / C	H	It should be confirmed with the client, if any of the last occupants were either self-isolating or if they were diagnosed with the virus. If the answer is Yes, the property is to be left for at least 72 hrs.	L	Where self-isolation or diagnosis is confirmed, handles, handrails and surfaces should be cleaned and disinfected.
Legionella	Stagnant Water Systems	Contracting Legionnaires Disease	E / C	H	Where the property has been unoccupied for a prolonged period, it is recommended that:  Fully flush All outlets for the HOT & COLD water system:  <ul style="list-style-type: none"> <li>All Taps are to be run for 2 minutes</li> <li>Toilets are to be flushed</li> <li>Showers are to be turned on and left to run for at least 2 minutes</li> </ul> If water appears to be discoloured continue to run taps until clear. If the water supply has been drained down and or turned off, check with your line manager prior to reinstating.	L	Note: These actions are in addition to any existing legionella control measures which have been implemented by the Branch / Client.  For commercial buildings refer to the Site Specific Water RA.

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COVID – 19	Travelling to site in close proximity of workmates / team members	Contracting COVID – 19	E / C	H	Only driver to be in vehicle at any time. Where this cannot be achieved refer to the close working risk assessment IMSP COVID19I	L	Operatives using public transport are to follow Gov guidance regarding social distancing.
					Driver to ensure that vehicle remains clean and that hard surfaces (Steering wheel, gear stick etc.) are regularly disinfected using wipes or spray. Especially if drivers are changing over.		
COVID – 19	Working in close proximity to other operatives	Contracting COVID – 19	E / C	H	Site Manager/Supervisor is to review the daily works programme to ensure work is planned to ensure that whenever possible and achievable, operatives in the property can maintain 2m distance. Agreed controls are to be monitored constantly to ensure they are being applied.	L	<p>The maximum N° of Op's in the property or in specific areas will depend on the size and layout. This should be kept to a minimum with a rotation of trades used to ensure social distancing is maintained.</p> <p>Op's must adhere to the 2m rule and coordinate with others to achieve this whenever possible. See additional notes.</p>
					If possible Internal doors should be left open to assist transit and prevent door handles being used and operatives are to "give way" in corridors, stairways to avoid close contact where possible. If doors have to closed due to fire safety handles should be regularly cleaned / disinfected during the day. Keep windows open to allow sufficient airflow to remove potential COVID in the air.		
COVID – 19	Working in close proximity to other operatives	Contracting COVID – 19	E / C	H	Where toilet facilities are shared, sufficient cleaning / disinfecting materials must be in place for individuals to clean after use.	L	

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					Any areas allocated for eating in, must afford the space to maintain 2m distance between operatives. Tables / surfaces are to be cleaned / disinfected after use.		Breaks may be staggered to achieve this
COVID – 19	Inadequate hygiene provision or poor hygiene practices.	Contracting COVID – 19	E / C	H	Adequate supplies of cleaning / disinfecting materials are to be available and stocks are to be closely monitored and replenished as required.		
					Operatives are to strictly follow these good hygiene controls: <ul style="list-style-type: none"> <li>• Do not eat or drink while carrying out work.</li> <li>• Avoid touching nose, mouth and eyes.</li> <li>• Wash or sanitise hands routinely during the day and always before and after eating and at the end of the working day.</li> </ul>	L	Wash your hands with soap and water often - do this for at least 20 seconds. If this isn't possible hands should be washed at the earliest opportunity.
					<p><b>Important note:</b></p> <p>It is also vital you do not enter a property if you are vulnerable or are experiencing any of the symptoms or have been in direct contact with anyone who has either been diagnosed or is self-isolating. Inform your line manager immediately and follow NHS guidance.</p>	L	In line with Gov advice if a member of staff has helped someone who was taken unwell with a high temperature, a new, persistent cough, a loss or change to their sense of smell or taste, they do not need to go home unless they develop symptoms themselves. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell with symptoms consistent with coronavirus infection.

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Additional Information.

1. All internal / void work is to be carried out in accordance with Mears Specific and Trade Risk Assessments (or relevant contractors' assessments), with the additional precautions of maintaining distance and ensuring good hygiene practices.

2. Gov Guidance on Social Distancing on site states:

*“Employers who have people in their offices or onsite should ensure that employees are able to follow Public Health Guidelines including, where possible, maintaining a 2 metre distance from others”.* This may not always be achievable due to the task at hand, for example some manual handling tasks or when items need to be held by one operative while another loosens or tightens fixings. This will include unloading / loading items from vehicles, positioning / fitting wall mounted boilers / cabinets etc.

In these instances, additional PPE may be required. Please refer to the Close Working Risk Assessment IMSP COVID 19I.

*Should any operative consider that the above precautions are not being applied or adhered to they should report this matter to their Site / Void Manager immediately.*