



**Komatsu Site COVID-19 Risk Assessment.**

**Assessment No.**

1347

Department	HSE	Section	HSE	Assessment By	P Storey
Description of process: <b>Working with the COVID-19 outbreak</b>				Assessors Signature	Original signed
Assessment Number		Review / Issue Date		Next Review Date	19/05/2021
1347		10/06/2020			

**Summary:**

Major outbreak in the UK (COVID-19), a newly discovered virus which has spread to most countries around the world and infected tens of thousands of people. This assessment is designed to show KUK employees the hazards and control measures while working on site with COVID-19, in order to help reduce the likelihood of catching or spreading the disease.

**Highlight Generic Risk Assessments attached:** 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25

**Manual Handling Risk Assessments Quantity:** 0

**Working At Height Risk Assessments Quantity:** 0

Position	Name	Signature	Date
Safety Rep:	N/A		
Team Leader:	N/A		
Supervisor:	P Storey		10/06/2020
Manager:	D Kilkenny		10/06/2020

<b>Komatsu Generic Risk Assessment.</b>	
<b>PAGE 2 of</b>	
<b>Ref:</b>	<b>Assessment:</b>
RA 01	Overhead Crane / Lifting Equipment Operations
RA 02	Manual Handling Operations
RA 03	Working at Height - Production activities
RA 04	Welding operations
RA 05	Robot welding operations
RA 06	Portable Grinding Operations
RA 07	Propane burning operations
RA 08	Jigs, Fixtures, Manipulators
RA 09	Fork Lift Trucks
RA 10	Excavator Driving
RA 11	Use of Hand Tools
RA 12	Use of Hazardous Substances
RA 13	Noise
RA 14	Use of Vibratory Tools e.g., impact tools etc.
RA 15	CNC machine centres
RA 16	Use of isocyanate paints
RA 17	Arc air gouging operations
RA 18	Slips & Trips
RA 19	Exposure to Diesel Engine Exhaust Emissions
RA 20	Lone Working
RA 21	Material Man Movers
RA 22	Breaking into hydraulic circuits
RA 23	Operating Machines and Guarding
RA 24	Offices Working
RA 25	Trapping & Nipping



## Komatsu Workstation Risk Assessment.

Assessment No. 1347

- Low Risk:** maintain present standards and controls
- Medium Risk:** monitor and maintain strict control measures
- High Risk:** eliminate or introduce further controls

LOW	1	2	3	4	5
LOW MEDIUM	2	4	6	8	10
MEDIUM	3	6	9	12	15
MEDIUM HIGH	4	8	12	16	20
HIGH	5	10	15	20	25

Index	Likelihood (with existing controls)	Index	Severity
1	Highly Unlikely to occur	1	The hazard can result in minor injuries not requiring medical treatment (abrasion, bruises etc.)
2	Unlikely to occur	2	The hazard can result in minor injuries (minor cuts and bruises, eye irritation from dust) illness and or minimal property and equipment damage
3	May occur in time	3	The hazard can result in injury causing time lost (3 days+) (e.g. Muscle injuries, concussion, lacerations, burns, minor fractures) illness and or minor property and equipment damage.
4	Highly likely to occur in the near future	4	The hazard can cause major injury (RIDDOR) (e.g. amputations, major fractures, dermatitis, asthma) and property and equipment damage without being catastrophic.
5	Will occur	5	The hazard can result in fatal injuries, major injuries to multiple persons, serious equipment and or property damage

Risk rating	Risk level	Risk Level (Likelihood x Severity) - Action And Timescale
1--2	<b>LOW</b>	No further action required
3--6	<b>LOW - MEDIUM</b>	Further controls may not be required. Consideration may be given to a more cost effective solution or improvement that imposes no additional cost burden. Monitoring is required to ensure that existing controls are maintained.
7--10	<b>MEDIUM</b>	Reduce the risk but the costs of prevention should carefully be measured and controlled.
11--15	<b>MEDIUM - HIGH</b>	IMMEDIATE ACTIONS REQUIRED, INFORM SUPERVISOR
16--25	<b>HIGH</b>	IMMEDIATE: MAKE AREA SAFE, INFORM SUPERVISOR, WORK MUST NOT BE AUTHORISED UNTIL THE RISK IS REDUCED

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Guidance notes

<p style="text-align: center;"><b>SIGNIFICANT HAZARDS</b></p> <p>Look only for hazards , which you could reasonably expect to result in significant harm under the conditions in your workplace</p> <ul style="list-style-type: none"> <li>1 Workplace</li> <li>2 Work Equipment*</li> <li>3 Hazardous Substances*</li> <li>4 Work Practices</li> <li>5 Ergonomics</li> <li>6 Manual Handling*</li> <li>7 Personal Protective Equipment</li> <li>8 Noise*</li> <li>9 Display Screen Equipment*</li> <li>10 Fire and Explosion</li> <li>11 Natural Hazards</li> <li>12 Other</li> </ul> <p><small>*Reference to the appropriate Regulations and a more detailed assessment may be required</small></p>		<p style="text-align: center;"><b>EXISTING CONTROLS AND PRECAUTIONS</b></p> <p>Have precautions already taken against the risks from the hazards you listed ?</p> <p>For example have you provided:</p> <p>Adequate information, instruction and training ?</p> <p>Adequate systems or procedures ?</p> <p>DO THE PRECAUTIONS</p> <p>Meet the standards set by legal requirements ?</p> <p>Comply with the recognised industry standards ?</p> <p>Represent good practice ?</p> <p>Reduce risk as far as reasonably practicable</p> <p>If so , then the risks are adequately controlled, but you still need to indicate the precautions too have in place. You may refer to procedures , manuals . Company policy etc. Giving the information.</p>
<p style="text-align: center;"><b>PERSONS EXPOSED</b></p> <p>There is no need to list people by name just groups of people doing similar work or who might be affected</p> <ul style="list-style-type: none"> <li>Office staff</li> <li>Operators</li> <li>Maintenance Personnel</li> <li>Contractors</li> <li>Cleaners</li> <li>Office staff</li> <li>Members of the public</li> </ul> <p><b>Pay particular attention to</b></p> <ul style="list-style-type: none"> <li>Staff with disabilities</li> <li>Visitors</li> <li>Lone Workers</li> <li>Inexperienced employees</li> </ul>		<p style="text-align: center;"><b>ACTION REQUIRED</b></p> <p style="text-align: center;">What could you reasonably do for these risks, which are not adequately controlled</p> <p style="text-align: center;">You will need to give priority to those risks, which affect large numbers of people or could result in serious harm. Apply the principles below</p> <ul style="list-style-type: none"> <li>Remove the risk completely</li> <li>Try a less risky option</li> <li>Prevent access to the hazard (e.g. by guarding)</li> <li>Organise the work to reduce exposure</li> <li>Issue personal protective equipment</li> <li>In all circumstances provide information, instruction and training</li> </ul>



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A	WORKPLACE		B	WORK EQUIPMENT		C	SUBSTANCES HAZARDOUS TO HEALTH		D	WORK PRACTICES	
1	Ventilation	✓	1	Stability		1	Labelled Harmful, Toxic etc.	✓	1	Design of Task/Work Pattern	✓
2	Temperature		2	Moving Parts/Trapping		2	Pesticides		2	Automation	
3	Lighting		3	Electric Shock		3	By Products (dust, Fumes)		3	Work Instruction	
4	Emissions		4	Equipment Temperature		4	Asbestos, Lead etc.		4	Communication	✓
5	General Housekeeping		5	Radiation (ionising)		5	Micro Organisms		5	Operator Control	
6	Uneven Flooring		6	Pressure Systems	✓	6	Viruses, Bacteria etc.	✓	6	Training Requirements	✓
7	Roof Work		7	Machine Controls	✓	7	Carcinogens		7	Performance Requirements	
8	Falling Objects		8	Isolation / Lock off		8	Storage / Handling		8	Constant Supervision	
9	Slips, Trips, Falls		9	Breakdowns		9	Exposure / Frequency		9	Working Alone	✓
10	Traffic- Gas, Electric, Diesel		10	Maintenance Procedures		10	Exposure / Duration		10	Fitness	
11	Doors / Windows		11	Work Within Guards		11	Permit to Work		11	Health Surveillance needs	✓
12	Confined Spaces		12	Production Changes		12	Other		12	Other	
13	Boilers		13	Cleaning Requirements							
14	Trenches / pits		14	Hand Tools	✓						
15	Access / Egress	✓	15	Knives							
16	Lifting Plans		16	Portable Tools							
17	Permit to Work		17	Portable Electrical Tools							
18	Trapping		18	Permit to Work							
			19	Other	✓						
<b>E</b>	<b>WORKING AT HEIGHTS (Use W@H assessment)</b>		<b>F</b>	<b>MANUAL HANDLING (Use MH assessment)</b>		<b>G</b>	<b>PPE/RPE EQUIPMENT</b>		<b>H</b>	<b>NOISE/VIBRATION</b>	
1	Working Platform		1	Stooping,Stretching,twisting		1	General Requirements	✓	1	Work Area	
2	Access		2	Distance Carried		2	Head	✓	2	Equipment	
3	Climbing/Stepping		3	Weight of Load		3	Eyes	✓	3	Duration	
4	Permit to Work		4	Shape, Handling Difficulties		4	Foot		4	Frequency	
5	Other		5	Space, Floor, Lighting		5	Hand / Arm		5	Protective Equipment	
			6	Individual Capability		6	Other		6	Hearing Protection Zone	
			7	Lifting, Carrying Equipment	✓				7	Other	
<b>I</b>	<b>DISPLAY SCREEN EQUIPMENT</b>		<b>J</b>	<b>FIRE AND EXPOLISION</b>		<b>K</b>	<b>NATURAL HAZARDS</b>		<b>L</b>	<b>ELECTRICITY</b>	
1	Screen Glare/ Reflection	✓	1	Flammable Substances	✓	1	Ice / Snow		1	Cables	
2	Keyboard Location	✓	2	Flammable Atmosphere		2	Wind		2	Machinery	
3	hand/Arm Movements	✓	3	Storage Systems		3	Fog		3	Permit to Work	
4	Work station Layout/Space	✓	4	Ignition Sources		4	Flood		4	Electromagnetic	
5	Chair Stability and Adjustment	✓	5	Waste Disposal	✓	5	Light		5	Other	
6	Task / Variety / Breaks	✓	6	Spillage / Leakage		6	Other				
7	Software Usage	✓	7	Specialist Suppression / Detection							
8	Other	✓	8	Permit to Work							
			9	Other							

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					L	S	R		L	S	R	
1	Working at KUK with COVID-19 pandemic situation	Coming into contact with a COVID-19 infected person without knowing	<p>Risk of catching the COVID-19 disease.</p> <p>All staff, contractors and others</p>	<ul style="list-style-type: none"> <li>Continue to follow government advice on social distancing.</li> <li>Business COVID-19 Control Team holding regular review meetings.</li> <li>COVID-19 information signs placed around the factory.</li> <li>Hand sanitizer top-up stations placed around the factory.</li> <li>Hand washing facilities with soap and water have been provided and are maintained in a clean and hygienic condition.</li> <li>Individual sanitizer bottles given to all staff.</li> <li>Stringent hand washing taking place.</li> <li>Increased cleaning and disinfecting objects and surfaces that are touched regularly, particularly in areas of high use such as door handles, light switches, using appropriate cleaning products.</li> <li>2-metre social distancing guidance being followed and where unable to apply, reduced amount of people in area or PPE provided.</li> <li>Reducing the number of persons in any work area to comply with 2-metre gap recommendation.</li> <li>Work schedules including start and finish times staggered.</li> <li>Staff working from home where possible mainly on a rotation basis.</li> <li>Information posters to remind staff to avoid touching their face and to cough / sneeze into their arm.</li> <li>Return to work guide issued to employees in advance.</li> </ul>	3	5	15	<ul style="list-style-type: none"> <li>Ensure all vulnerable or high-risk staff are adequately supported i.e. clinically extremely vulnerable who have a shielding letter or clinically vulnerable who will be assessed by OH3 to determine fitness to work.</li> <li>Those who can effectively work from home and have been determined by the company will continue to do so.</li> <li>Temperature testing for staff, contractors and any necessary visitors.</li> <li>Based on the Health and Safety Executive guidance, the business will not be providing surgical face masks or coverings, however employees who wish to wear such an item can, providing they use their own, but must read/sign the specific risk assessment.</li> <li>Employees sign declaration to confirm they have no Covid-19 symptoms, and will not attend work if they develop symptoms.</li> </ul>	2	5	10	

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2	Working at KUK with COVID-19 pandemic situation	Someone showing COVID-19 symptoms while on site.	Risk of COVID-19 transmission through suspected case whilst working on site.  All staff, contractors and others	<ul style="list-style-type: none"> <li>Worker should return home immediately, avoid touching anything and follow government / NHS advice on self isolation.</li> <li>Under NO CIRCUMSTANCES should workers attend work if they have COVID-19 symptoms, are required to self isolate or are a shielded employee.</li> <li>OH3/HR monitor cases and advise on return to work timeframes.</li> </ul>	3	5	15	<ul style="list-style-type: none"> <li>Work area and equipment which has been touched/used by the person suspected is to be cleaned using the cleaning products provided by the business.</li> <li>Suspected persons manager/supervisor / HSE / first aider to assess the situation and take appropriate action where required i.e. clean workstation and tools.</li> <li>Cleaning of the work area and equipment is to be carried out by a First Aider (who is to wear the PPE issued by the business).</li> </ul>	2	5	10	
3	Working at KUK with COVID-19 pandemic situation	Coming into contact with an infected COVID-19 person while travelling to/from work and while travelling during work hours.	Risk of COVID-19 transmission as a result of travelling for work.  All staff, contractors and others	<ul style="list-style-type: none"> <li>Essential travel only (guidance on Livelink).</li> <li>Travel when you cannot work from home (alone in your own car where possible).</li> <li>Utilise MS Teams video conferencing for meetings.</li> <li>Pool cars restricted to single occupancy.</li> <li>Continue to follow government advice where provided.</li> <li>Public transport use should be kept to absolute minimum. Ensure that safe social distancing is maintained if using public transport for essential travel.</li> <li>No foreign travel is permitted.</li> <li>Walk or cycle to work where possible.</li> </ul>	2	5	10	<ul style="list-style-type: none"> <li>Sanitizing equipment to be provided within pool cars.</li> <li>Hand sanitizer COSHH Assessment to be issued to all staff, read and signed before use.</li> <li>If you normally share a vehicle with people from other households for essential journeys, we recommend you find a different way to travel.</li> <li>If you have to travel with people from outside your household group, try to share the transport with the same people each time.</li> </ul>	1	5	5	
4	Working at KUK with COVID-19 pandemic situation	Coming into contact with an infected COVID-19 person while walking around the site.	Risk of COVID-19 transmission as a result of access / egress.  All staff, contractors and others	<ul style="list-style-type: none"> <li>Stop all non-essential visitors.</li> <li>Wash or clean hands on entering and leaving site using the provided welfare facilities (inc sanitizer).</li> <li>Regular cleaning of common contact areas.</li> <li>Continue to follow government advice on social distancing.</li> <li>Turnstiles taken out of use and gates opened.</li> </ul>	3	5	15	<ul style="list-style-type: none"> <li>Introduce staggered start and finish times to reduce congestion and contact at all times.</li> <li>Implement one-way pedestrian systems where possible.</li> <li>Hand sanitizer COSHH Assessment to be issued to all staff, read and signed before use.</li> </ul>	2	5	10	
5	Working at KUK with COVID-19 pandemic situation	Proximity, workplace gatherings.	Risk of COVID-19 transmission as a result of poor hygiene practices.  All staff, contractors and others	<ul style="list-style-type: none"> <li>Wash your hands thoroughly and regularly using soap and water for at least 20 seconds.</li> <li>Use hand sanitizer regularly.</li> <li>Avoid touching your face/eyes/nose/mouth.</li> <li>Regular cleaning of common contact areas.</li> <li>Sharing of PPE prohibited.</li> <li>Team start of shift meetings to be carried out with 2 metre social distancing.</li> </ul>	2	5	10	<ul style="list-style-type: none"> <li>Issue individual hand sanitizer bottles.</li> <li>Sanitizer top-up stations required and checked on a regular basis.</li> <li>Hand sanitizer COSHH Assessment to be issued to all staff, read and signed before use.</li> </ul>	1	5	5	

6	Working at KUK with COVID-19 pandemic situation	Coming into contact with an infected COVID-19 person while working.	<p>Risk of COVID-19 transmission as a direct result of operational processes.</p> <p>All staff, contractors and others</p>	<ul style="list-style-type: none"> <li>• Continue to follow government advice on social distancing.</li> <li>• Sharing of workplace equipment should be avoided where possible.</li> <li>• Sharing of PPE prohibited.</li> <li>• MS Teams used instead of face to face meetings.</li> <li>• Ensuring rest breaks for staff are able to take place within 2-metre rule.</li> <li>• Professional medical advice will be sought as required.</li> </ul>	3	5	15	<ul style="list-style-type: none"> <li>• Review operational processes for possible breaches of 2m social distancing rule and cross contamination - decide and implement specific controls.</li> <li>• Employees who wish to wear a surgical mask provide their own, and follow KUK guidance on wearing face coverings.</li> <li>• Specific PPE to be purchased and issued depending on social distance (e.g. over 2m, between 2-1m, under 1m).</li> <li>• Staff encouraged to raise concerns to team leaders / supervisors.</li> <li>• Staff members encouraged to talk to their manager if they are struggling with mental health issues, access to services through health assured provided for all employees.</li> <li>• Raise COVID-19 concerns with your manager, senior, supervisor or team leader, who will record onto the 'Department COVID-19 Concern Log'. This document will then be reviewed by the Risk Committee.</li> <li>• Employees sign declaration to confirm they have no Covid-19 symptoms, and will not attend work if they develop symptoms.</li> </ul>	2	5	10	
7	Working at KUK with COVID-19 pandemic situation	Catching COVID-19 by touching something contaminated.	<p>Risk of COVID-19 transmission through contact with contaminated surfaces.</p> <p>All staff, contractors and others</p>	<ul style="list-style-type: none"> <li>• Regular cleaning and sanitizing of workplace equipment using the provided sprays and sanitizers.</li> <li>• Sharing of workplace equipment should be avoided where possible.</li> </ul>	3	5	15	<ul style="list-style-type: none"> <li>• Hand sanitizers made available.</li> <li>• Clean down checklist / procedure to be created.</li> <li>• Hand sanitizer COSHH Assessment to be issued to all staff, read and signed before use.</li> </ul>	2	5	10	

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8	Working at KUK with COVID-19 pandemic situation	Catching COVID-19 when using shared facilities on site.	Risk of COVID-19 transmission as a direct result of using the various facilities (inc welfare) on site (canteen, rest areas, toilets, changing facilities, showers, appliances, smoking area, kitchens etc).  All staff, contractors and others	<ul style="list-style-type: none"> <li>Continue to follow government advice on social distancing.</li> <li>Regular cleaning of common contact areas.</li> <li>Hand cleaning facilities / hand sanitizer made available.</li> <li>All rubbish should be put straight in the bin and not left for someone else to clear up.</li> <li>Tables and seating spaced 2 metres apart.</li> <li>Office kitchens - out of use.</li> <li>Vending / Coffee Machines - Out of use.</li> <li>Microwaves / Fridges - Out of use.</li> <li>Showers - Out of use.</li> </ul>	3	5	15	<ul style="list-style-type: none"> <li>Introduce staggered break times to reduce congestion and contact at all times.</li> <li>Tables cleaned between each use.</li> <li>All areas used for eating should be thoroughly cleaned at the end of each break and shift.</li> <li>Social distancing measures followed in male and female toilets.</li> <li>Distance markers have been placed onto the floor to remind people of the safe distance to be maintained.</li> <li>Social distancing measures followed in designated smoking areas.</li> <li>Changing facilities reviewed to adhere to social distancing guidance i.e. male locker room limited use and marquee for males in car park, female changing room limited to restricted areas, and only 1 person at a time (signage to inform staff placed in these areas).</li> <li>Only contactless card payment available in canteen (no cash)</li> </ul>	2	5	10	
9	Working at KUK with COVID-19 pandemic situation	Coming into contact with a COVID-19 infected person in an office environment.	Risk of COVID-19 transmission as a result of working in the office environment.  All staff, contractors and others	<ul style="list-style-type: none"> <li>Maximum occupancy limits set within meeting rooms.</li> <li>Utilise Teams video conferencing for meetings.</li> <li>Use hand sanitizer regularly.</li> <li>Staff working from home where possible, mostly on a rotational basis.</li> <li>Workstation staff 2m apart.</li> <li>Safe working procedures in place for office environment.</li> </ul>	2	5	10	<ul style="list-style-type: none"> <li>Teams managed to ensure staff can work effectively while maintaining social distance.</li> <li>Revise office layouts to ensure social distancing is adhered too. Move workstations and seating to facilitate new layouts.</li> <li>Staff members are encouraged to talk to their manager if they are struggling with mental health issues, access to services through health assured provided for all employees.</li> <li>Professional medical advice will be sought as required.</li> </ul>	1	5	5	

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10	Working at KUK with COVID-19 pandemic situation	Visitors / contractors entering the workplace with COVID-19.	Risk of COVID-19 transmission as a result of visitors and contractors on site (unfamiliar with site rules).  All staff, contractors and others	<ul style="list-style-type: none"> <li>Contractor RAMs checked for sufficient COVID-19 controls prior to work commencing.</li> <li>Contractor COVID-19 site induction.</li> <li>Non-essential visits cancelled.</li> <li>Continue to follow Government advice.</li> <li>Temp checks carried out daily.</li> <li>Suitable warning signs and posters will be displayed to ensure that all customers are aware of our policy and know what we have implemented to help maintain safe social distancing.</li> </ul>	3	5	15	<ul style="list-style-type: none"> <li>Visitors taken through control measures prior to entering site.</li> <li>Record of training to be maintained.</li> <li>Essential visitors only between 0800 - 1000hrs.</li> </ul>	2	5	10	
11	Working at KUK with COVID-19 pandemic situation	Training / refresher training conducted.	Increased risk of accidents / incidents as a result of skills fading from time away from operating. Risk of lack of communication of COVID-19 controls.  All staff, contractors and others	<ul style="list-style-type: none"> <li>Staff briefed on new changes for working in a COVID-19 situation.</li> </ul>	3	5	15	<ul style="list-style-type: none"> <li>Operations to brief all staff on newly implemented COVID-19 controls prior to start up.</li> <li>Visuals (posters etc) displayed around site highlighting new control measures.</li> <li>Return to work guide to be issued to all employees before re-start, explaining overview of site changes.</li> <li>Return to work pack issued to employees on first day back including: site maps, hygiene hook, individual hand sanitizer, risk assessment, COSHH assessment, employee declaration.</li> </ul>	2	5	10	
12	Working at KUK with COVID-19 pandemic situation	Poor working environment when working from home.	Risk of musculoskeletal disorders through poor ergonomics (DSE). Risk of stress from potential lone working & poor communication.  All staff, contractors and others	<ul style="list-style-type: none"> <li>Managers/HR to ensure regular communication with those working from home.</li> <li>Office equipment (laptop, screen, keyboard, mouse) provided to staff working from home.</li> <li>DSE self assessment made available for homeworkers to complete.</li> </ul>	2	5	10	<ul style="list-style-type: none"> <li>Monitor to ensure continued compliance.</li> <li>Business to provide DSE where required.</li> <li>Staff encouraged to talk to their manager if they are struggling with mental health issues, access to services through health assured provided for all employees.</li> <li>Professional medical advice will be sought as required.</li> </ul>	1	5	5	

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13	Working at KUK with COVID-19 pandemic situation	Emergency evacuation of buildings.	Risk of COVID-19 transmission when first aiders cannot adhere to social distancing when dealing with injury or during emergency evacuation.  All staff, contractors and others	<ul style="list-style-type: none"> <li>First aiders are trained in First Aid at Work.</li> </ul>	3	5	15	<ul style="list-style-type: none"> <li>Modify first aid procedure to include the relevant controls to protect first aiders and others from COVID-19 transmission.</li> <li>Review guidance for emergency evacuation and social distancing.</li> <li>Provide PPE as per GOV.UK guidance.</li> <li>Leave doors open that can be left open (taking fire safety into consideration).</li> </ul>	2	5	10	
14	Working at KUK with COVID-19 pandemic situation	COVID-19 positive case reported.	Risk of COVID-19 transmission from the person reported as being COVID-19 positive transmitting disease to others while at work.  All staff, contractors and others	<ul style="list-style-type: none"> <li>Continue to follow government advice on COVID-19 actions/activities.</li> <li>Staff informed to inform HR if they have a positive COVID-19 result.</li> </ul>	3	5	15	<ul style="list-style-type: none"> <li>Individual classed as a positive COVID-19 case, manager/supervisor / HSE / first aider to assess the situation and take appropriate action where required i.e. informing others who have been in close contact with the person, clean workstation, tools, etc.</li> <li>Cleaning of the work area and equipment is to be carried out by a First Aider (who is to wear the PPE issued by the business).</li> </ul>	2	5	10	
15	Working at KUK with COVID-19 pandemic situation	Using hazardous substances to clean work areas.	All those who use the antiviral disinfectant.	<ul style="list-style-type: none"> <li>COSHH Assessment completed and communicated to all staff.</li> <li>Information posters placed around the site, particularly in high risk areas.</li> </ul>	2	4	8					
16	Working at KUK with COVID-19 pandemic situation	Employees using hand sanitizing gel to reduce risk of infection transmission.	Risk of injury as product is flammable when wet	<ul style="list-style-type: none"> <li>Employees advised of flammable nature of product in Return to Work Guide.</li> <li>Signage around site highlights flammable nature of product.</li> <li>Additional signage in high risk areas, such as Smoking Shelter and Fabrication area.</li> <li>COSHH Assessment completed and communicated to all staff.</li> </ul>	2	4	8					

