



Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> <li>● <b>Staff</b></li> <li>● <b>Visitors to your premises</b></li> <li>● <b>Cleaners</b></li> <li>● <b>Contractors</b></li> <li>● <b>Drivers</b></li> <li>● <b>Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions</b></li> </ul>	<p><u><b>Hand Washing</b></u></p> <ul style="list-style-type: none"> <li>● Hand washing facilities with soap and water in place.</li> <li>● Stringent hand washing taking place.</li> <li>● See hand washing guidance.</li> <li>● <a href="https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/">https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/</a></li> <li>● Drying of hands with hand dryer</li> <li>● Position of hand sanitiser in locations</li> </ul>	<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. Also 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 and hand sanitiser will be made available.</p> <p>Encourage staff to report any problems and carry out skin checks as part of a skin surveillance programme  <a href="https://www.hse.gov.uk/skin/professional/health-surveillance.htm">https://www.hse.gov.uk/skin/professional/health-surveillance.htm</a></p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice -  <a href="https://www.publichealth.hscni.net/news/covid-19-coronavirus">https://www.publichealth.hscni.net/news/covid-19-coronavirus</a></p> <p>Posters, leaflets and other materials are available for display.  <a href="https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19">https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</a></p>	Manager	19/07/21

	<ul style="list-style-type: none"> <li>• <b>Anyone else who physically comes in contact with you in relation to your business</b></li> </ul>	<ul style="list-style-type: none"> <li>• Staff encouraged to protect the skin by applying emollient cream regularly</li> <li>• <a href="https://www.nhs.uk/conditions/emollients/">https://www.nhs.uk/conditions/emollients/</a></li> </ul> <p><b>Cleaning</b> Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods.</p> <p><b>Social Distancing</b> Promotion of social distancing where possible/necessary to ensure safety of staff and customers.</p> <p><b>Wearing of Gloves</b> Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely. However regular handwashing is always the most important factor in prevention and gloves may deter this so should only be used where absolutely necessary.</p> <p><b>PPE</b> <i>Please ensure you observe social distancing measures and practice good hand hygiene behaviours</i></p>	<p>Rigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed.</p> <p>Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it.</p> <p>Handwashing always encouraged over wearing of gloves. Frequent washing of hands is mandatory for all staff.</p>		
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