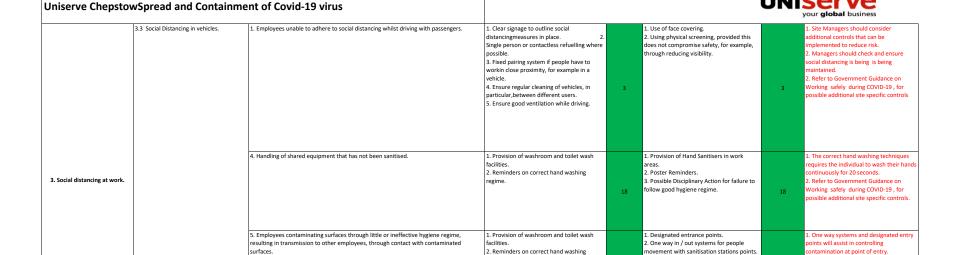


Uniserve ChepstowSpread and Containment of Covid-19 virus

			your global business				
Areas of consideration	Critical Control Point	Failure Mode & possible spread of Covid-19	Control measures (Site Manager should ensure that these controls are present as a minimum)	Risk Priority Number (RPN)	Control measures to be considered. (These controls should be considered to reduce the risk further)	Risk Priority Number (RPN)	Managers Guidance / Comments
3. Social distancing at work.	3.2 Moving around buildings and worksites.	1. Staff congregation.	Managers to ensure Staff social distancing takes place. Suidance issued to staff on requirements for social distancing. All employess reminded follow social distancing guidelines during briefing. Scheduling times for the collection of goods to a void over-crowding.	24	Staggered shift times. Phased RTW Reduction in number of workers at base depos	18	Managers should check and ensure social distancing and hygiene measures are being adheared to. Refer to Government Guidance on Working safely during COVID-19, for possible additional site specific controls.
		Employees failing to adhere to social distancing whilst working.	Managers to ensure Staff social distancing takes place. Drivers to stay in their vehicles where this does not compromise their safety and existing safe workingpractice, such as preventing drive-aways. Guidance issued to staff on requirements for social distancing. All employess reminded follow social distancing guidelines during briefing.	30	Staggered shift times. Phased RTW. Phased RTW. Regulating use of high traffic areas including corridors, lifts, turnstiles and walkways to maintain social distancing. Possible Disciplinary Action for failure to follow Social Distancing.	30	Site Managers should consider additional controls that can be implemented to reduce Managers should check and ensure social distancing is being is being maintained. Refer to Government Guidance on Working safely during COVID-19, for possible additional site specific controls.
		3. Employees not using correct hygiene measures and sanitising practices.	Provision of washroom and toilet wash facilities. Reminders on correct hand washing regime.	45	Provision of Hand Sanitisers in work areas Poster Reminders Nossible Disciplinary Action for failure to follow good hygiene regime	36	The correct hand washing techniques requires the individual to wash their hands continuously for 20 seconds. Refer to Government Guidance on Working safely during COVID-19, for possible additional site specific controls.
		Employees contaminating surfaces through little or ineffective hygiene regime, resulting in transmission to other employees, through contact with contaminated surfaces.	Provision of washroom and toilet wash facilities. Reminders on correct hand washing regime. Temperature checks as part of the site access process.	24	Designated entrance points. One way in / out systems for people movement with sanitisation stations points. On site contract cleaners. Increased contract cleaning regime.	24	One way systems and designated entry points will assist in controlling contamination at point of entry. Increased cleaning regime will reduce the likelyhood of cross contamination.
		5. Unidentified COVID-19 infected employees returning / coming to work.	Temperature checks as part of the site access process	18	Manager added local or site specific controls.	18	Temperature checks should be conducted on all Uniserve sites



regime.

6. Unidentified COVID-19 infected employees returning / coming to work.

access process.

1. Staff congregation.

3. Temperature checks as part of the site

3. On site contract cleaners.

controls.

Increased contract cleaning regime.

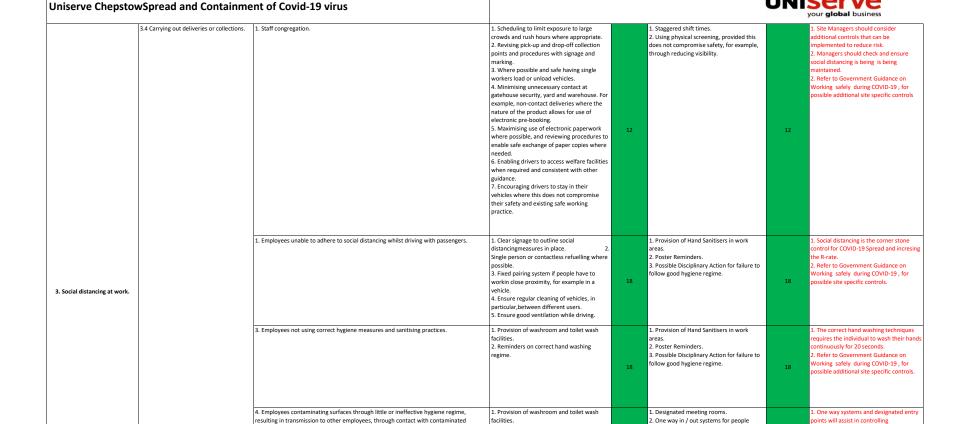
. Manager added local or site specific

2. Increased cleaning regime will reduce

the likelyhood of cross contamination.

.. Temperature checks should be onducted on all Uniserve sites.

Completed on all staff and third party who



2. Reminders on correct hand washing

1. Drivers / employees to liaise liaise with line

manager for further instruction

regime.

5. Collection or delivery site failing to follow COVID-19 Government Guidance

movement with sanitisation stations points.

4. Increased contract cleaning regime.

. Manager added local or site specific

controls.

3. On site contract cleaners

ontamination at point of entry.

. Increased cleaning regime will reduce

the likelyhood of cross contamination.

3. Refer to Government Guidance on
Working safely during COVID-19, for
possible additional site specific controls

Temperature checks should be

nducted on all Uniserve sites