



Ramon Hygiene Products

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Risk Assessment for COVID 19 FOR Ramon Hygiene Ltd

Prepared by Phillip Devine 15 May 2020

No Clinically vulnerable people currently on site

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"> • Staff • Visitors to your premises • Cleaners • Contractors • Drivers • Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions • Anyone else who physically comes in contact with you in relation to your business 	<p>Hand Washing</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.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ • Drying of hands with disposable paper towels. • https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/ • Staff encouraged to protect the skin by applying emollient cream regularly 	<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. 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. Hand gel sanitising stations have been made available throughout the site to facilitate hand hygiene.</p> <p>Encourage staff to report any problems with hand washing.</p> <p>https://www.hse.gov.uk/skin/professional/health-surveillance.htm</p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - https://www.publichealth.hscni.net/news/covid-19-coronavirus</p>	ALL STAFF, VISITORS, AND CLEANERS	ON GOING

		<p><u>Cleaning</u></p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, stairways and reception area using appropriate cleaning products and methods.</p> <p><u>Social Distancing</u></p> <p>Social Distancing -Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency</p> <p>https://www.publichealth.hscni.net/news/covid-19-coronavirus</p> <p>https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people</p> <p>Taking steps to review work schedules including start & finish times/shift patterns, working from home etc. to reduce number of workers on site at any one time. Also relocating workers to other tasks.</p> <p>Redesigning processes to ensure social distancing in place.</p>	<p>Rigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed. Internal cleaning schedule to be complied with. Additional waste removal will be installed.</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>Management checks to ensure this is adhered to.</p> <p>Internal shift rota to be monitored and adjusted accordingly.</p> <p>Areas of high contact i.e. canteen areas to have seating altered or reduced to create safe spacing. Folding area to stagger tables to allow for non facing working.</p>	<p>ALL STAFF, VISITORS, AND CLEANERS</p>	<p>ON GOING</p>
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		<p>Conference calls to be used instead of face to face meetings.</p> <p>Ensuring sufficient rest breaks for staff.</p> <p><u>Shared workstations and office equipment i.e photocopiers</u></p> <p><u>Clocking in machines</u></p> <p><u>Un loading of containers</u></p> <p><u>Clipper Road Label room</u></p> <p><u>Fork lift and pallet trucks</u></p> <p><u>Wearing of Gloves</u></p> <p>Where Risk Assessment identifies wearing of gloves as a requirement of the job, an adequate supply of these will be provided. Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p> <p><u>PPE</u></p> <p><i>Public Health guidance on the use of PPE (personal protective equipment) to</i></p>	<p>Use of conference calls where possible.</p> <p>Ensure staggered break times for sufficient rest.</p> <p>Hygiene wipes will be available to wipe down contact surfaces on such equipment.</p> <p>A Taped exclusion area will denote the safe distance to stay whilst you await your turn.</p> <p>A dedicated team will be assigned who will wear face masks and gloves which are to be disposed of after each shipment is un loaded.</p> <p>Only one person at a time to be in this room.</p> <p>Hygiene wipes to be made available for all contact surfaces.</p> <p>Disposable gloves to be worn for cleaning and any process that an operator requires them for.</p> <p>Staff to be reminded that wearing of gloves is <u>not a substitute for good hand washing.</u></p> <p>Face masks to be worn by flow wrap operatives and when un loading containers. They are also</p>	<p>ALL STAFF</p>	<p>ON GOING</p>
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		<p>will offer whatever support they can to help</p> <p>Reference -</p> <p>https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/</p> <p>www.hseni.gov.uk/stress</p> <p><u>ADDITIONAL INFORMATION</u></p>	<p>In addition to the various web sites. Various posters and information booklets have been made available and distributed throughout the site.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p>	ALL STAFF	ON GOING
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