

<p>Activity</p>	<p>Describe the Activity: -</p> <p>This Risk Assessment has been put into place following the outbreak of COVID – 19. As STILL UK Provides, Services and Maintains Materials Handling Equipment for the Key supply chain in the UK, the Business is classed as Key Work and an essential part of the Supply chain.</p> <p>Although some Customers may have closed down during the lockdown period, many others have either kept open or have increased demand for Materials Handling Equipment.</p> <p>The Advice from the HSE is currently that there is no relaxation on the Regulations that are applicable to Materials Handling Equipment which are LOLER and PUWER, therefore, the equipment supplied to Customers is still subject to the same requirements for Service and Inspection in accordance to these regulations.</p> <p>All STILL UK employees that can work from home have taken equipment home to carry out their duties until such time that the Lock-down situation is lifted in the UK, however, some staff such as Field engineers, Resident Engineers and Workshop employees will still be required to attend work at the STILL UK Depots and Customers premises.</p> <p>All STILL Employees will be updated on a regular basis about any changes to the current Guidelines given.</p>			
<p>Location</p>	<p>Customers premises and STILL Workshop Facilities</p>	<p>Persons at risk and period of exposure</p>		
<p>Name of assessor</p>	<p>Andrew Pye</p>	<p>STILL employees</p>	<p>Customer's employees</p>	<p>Members of the public</p>
<p>Date of assessment</p>	<p>May 2020 (v2)</p>	<p>Number of hours of exposure</p>	<p>STILL Engineers Up to 8 hours per day</p>	

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
<p>Risk of infection to employees through air-borne virus spread</p>	<p>STILL Employees Virus infection could lead to Minor effects to major Lung failure</p>	<p>All STILL Employees have been informed to follow the latest Government advice on social distancing, keeping 2m from all other employees and members of the Customers employees.</p> <p>Workshop engineers have been requested to stay within their own work bays that are currently barriered off which gives a 2m distance and to continue this when outside their bays.</p> <p>All STILL UK customers have been sent the "COVID – 19 Pandemic - Essential Business Confirmation" letter to confirm that they are either a) Part of the Key supply chain or b) Still require the services of STILL UK and will abide to the latest government guidelines and all other H&S responsibilities during the crisis, only customers that have completed and returned the form will be attended. STILL UK will prioritise workload i.e. Key Supply customers operations, services and Thorough examinations will be prioritised over non-essential work or work to FLT's at closed sites.</p>	<p><i>Should any engineer be concerned when onsite about any customers not following the 2-meter distancing or hand and Respiratory Hygiene, all engineers have been requested to raise their concerns with their Line Manager, National Service Manager of HSEQ Manager at the earliest opportunity.</i></p>			

<p>Risk of infection to employees through surface virus spread</p>	<p>STILL Employees Virus infection could lead to Minor effects to major Lung failure</p>	<p>All STILL UK Engineers are provided with disposable gloves, these should be worn at all times whilst onsite at Customers premises or at the depot locations.</p> <p>Disposable gloves should be changed on a regular basis.</p> <p>Mobile engineers are requested to carry a packet of gloves in the front of their van and put these on before getting out of their van upon arrival at the customers premises.</p> <p>Whilst the social distancing rules are in place, STILL UK have relaxed the requirement to have laptops signed by customers following the BITA Guidance. Instead the engineers will type in "Signed on behalf of ..."</p> <p>Hand soap and Hand Sanitiser has been supplied to all STILL UK employees and this should be applied at regular intervals and upon the removal of gloves.</p> <p>If office areas are used, these should be cleaned on a regular basis.</p> <p>Surface disinfectant will be supplied if requested cleaning by customers along with up to date COSHH Sheet.</p>				
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<p>Risk of infection to others from infected employees/ asymptomatic employees through air-borne virus spread</p>	<p>Customers Employees/ other employees. Virus infection could lead to Mi-nor effects to major Lung failure</p>	<p>All STILL Employees have been instructed to inform of any symptoms immediately and not to attend work.</p> <p>All STILL Employees have been informed about Social distancing, hand and Respiratory Hygiene.</p> <p>Should Social distancing not be possible, STILL engineers must use Face masks supplied. <i>(note, face masks supplied have not been taken from the UK supply to the NHS or care sector)</i></p>				
<p>Risk of engineers lone working or injury resulting from being requested to work in a different area to their normal area whilst onsite at customers premises.</p>	<p>STILL Employees Injuries could be minor to major</p>	<p>All STILL UK field engineers have been reminded to raise any concerns of unsafe working areas to the Customer in the first instance and then to their line manager or HSEQ Manager.</p> <p>If engineers feel that they are working in an unsafe area, they must stop the job and report as above.</p> <p>Should the area of work result in a lone working issue, the engineer must liaise with the customer, their Controller or their Line Manager to ensure regular contact is established.</p>	<p><i>If any employee feels that they are working in an unsafe area, they must stop the job and report as across.</i></p>			



Risk Assessment Record Sheet

COVID RA

<p>Risk of Virus Spread from Contractors/ Visitors to sites.</p>	<p>STILL Employees Virus infection could lead to Minor effects to major Lung failure</p>	<p>Before attending any site, Contractors and Visitors must complete the COVID Visitors and Contractors Questionnaire to establish that no symptoms are shown for the visitor/ contractor. Once onsite the visitors/ contractors must follow the same rules as set out in this RA.</p>				
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