

Risk Assessment – Transport
(COVID-19)

TARFF VALLEY
LIMITED

TARFF
AGRICULTURAL MERCHANTS

ESTABLISHED 1903

Risk Assessment as required by The Management of Health & Safety Regulations 1999

Risk Area	Lone Working Transport – COVID-19
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Completed by:	Ian Billings
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Date:	April 2020
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PPE Required			Initial Risk			Risk Control Measures	Residual Risk
Equipment/Task	Person at Risk	Hazards	L	S	R		
Delivering/Driving	Staff	Exposure to COVID-19	5	5	15	<p>Only one person allowed in cab at any time.</p> <p>Drivers should maintain a contactless delivery at all times.</p> <p>Drivers must not enter any buildings including Ringford main office, transport office and operations office.</p> <p>Delivery recipients should be advised ahead that drivers are to maintain a contactless delivery.</p> <p>Wear disposable gloves when filling up with fuel and pay with a contactless method or on account. Maintain a distance of at least 6 feet at all times with another person.</p> <p>Regular cleaning and disinfecting of all cab surfaces, phones, interior and exterior doors/ door handles that are touched regularly.</p> <p>Drivers to wash hands regularly for at least 20 seconds. Use hand sanitizer regularly where this is not possible.</p> <p>Hand sanitizers (alcohol based) and tissues should be provided and used.</p> <p>Ensure drivers are aware of the social distancing guidelines which should separate individuals by a minimum of 6 feet.</p>	

						<p>Staff should be trained in recognising the symptoms of the coronavirus and steps they should take if they suspect they have come into contact with someone who has or may have the virus. Advise drivers they should not work if they are feeling unwell with symptoms of coronavirus (COVID-19) - a new, continuous cough or a high temperature. This will also help to protect others from infection.</p> <p>Extra steps should be taken to protect staff who have underlying health conditions, staff who fall into one of the vulnerable groups or care for someone with a health condition that might put them at a greater risk.</p> <p>Make sure everyone's contact numbers and emergency contact details are up to date.</p> <p>Keep everyone updated on actions being taken to reduce risks of exposure. If someone becomes unwell in the workplace with coronavirus symptoms, they should: -</p> <p>Tell their employer immediately and go home. Avoid touching anything, cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow AND use a separate bathroom from others.</p> <p>If a member of staff or recent visitor is showing symptoms and self-isolating, measures should be taken to clean and disinfect the vehicle and cab.</p> <p>Follow Government and NHS advice and check regularly for updates.</p>	
		Exposure to COVID-19	5	5	15		
Lone Workers with Medical Conditions	As Above	Some medical conditions may increase the risks of the job	3	4	12	<p>Lone workers to complete a health questionnaire before commencing work.</p> <p>Lone workers to have the ability to call for medical assistance if required, e.g. mobile phone, pager etc.</p>	
Areas where the initial risk is above 15, the controls must be actioned immediately.							