



### Severity / Likelihood Matrix

	1	2	3	4	5
1	Low	Low	Low	Low	Low
2	Low	Low	Medium	Medium	Medium
3	Low	Medium	Medium	Medium	Medium
4	Low	Medium	Medium	High	High
5	Low	Medium	Medium	High	High

RISK ASSESSMENT					
Project Title:	N/A (GRA)	Date created:	23/3/2020		
Project Number:	N/A (GRA)	Works start on:	23/3/2020		
Work Activity:	Working during COVID-19 pandemic	Date for review:	weekly		
Written by:	Will Evans	Checked / Authorised by:	Alex Sinclair		

Item	HAZARD		INITIAL RISK			CONTROLS	RESIDUAL RISK		
	Hazard Description and Effect	Persons at Risk	Hazard Severity	Likelihood of occurrence	Risk Rating	List the controls that are in place or are required	Hazard Severity	Likelihood of occurrence	Risk Rating
<i>Separate the work into individual items</i>	<i>Describe all the identified hazards and the effect on each task</i>	<i>Name types of persons at risk. Include persons not in the team</i>	<i>From Matrix identify value of severity before control applied for each hazard.</i>	<i>From matrix identify the likelihood before control applied for each hazard.</i>	<i>Apply the risk rating from the matrix for each hazard</i>	<i>Detail all the controls that are applicable for each hazard. If PPE is the control, describe the specific item. If supported by documentation attach this to the TRA Valid control must reduce the severity</i>	<i>From Matrix identify value of severity after control applied for each hazard.</i>	<i>From matrix identify the likelihood after control applied for each hazard.</i>	<i>Apply the risk rating from the matrix for each hazard</i>
Travelling for business	Risk of interaction during stops or refuelling	Employees / public	2	4	Medium	Limit stops to minimum possible. Use of gloves during the stop. Pay by contactless where possible. Maintain social distancing throughout. Limit to a single person undertaking refuelling operation and providing payment. Use of app payment where possible.	2	2	Low
Travelling for business	Shared cabin space with fellow passengers	Employees	2	4	Medium	Limit number of passengers in a single vehicle where possible. Use more vehicles in preference over this period.	2	2	Low
Working from home	Different environment may pose additional risks. Back or neck problems from inadequate setup	Employees	1	3	Low	All employees to undertake a DSE risk assessment for the home office environment	1	2	Low
Working from home	Lone working – enhanced risk. Mental health	Employees	1	2	Low	Daily catch-up meeting. Employees to report if colleagues are not responding	1	1	Low
Attending meetings	Interaction with people who	Employees /	2	5	Medium	Meetings to only be attended	2	2	Low

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	may be infected. Enhanced risk due to travel	public			m	virtually. Where this is not possible this should be referred to a Director for their approval. Additional precautions will be stipulated in this case. Social distancing measures will be mandated throughout.			
Visiting sites	Enhanced risk due to travel. Increased risk of interaction when on site. Possibility to pass on the virus	Employees / client	2	4	Medium	Only where absolutely necessary to carry out the work. Limit to as few visits as possible. Maintain social distancing procedures throughout. Employees well briefed.	2	2	Low
Carrying out work on sites	Contracting the virus from other members of the site team	Employees	2	4	Medium	Maintain social distancing practices during all activities where possible. Project manager to identify activities where this is not possible and limit them where possible.	2	2	Low
Carrying out work on sites	Contracting the virus from a client	Employees	2	4	Medium	Maintain social distancing practices.	2	2	Low
Carrying out work on sites	Giving the virus to members other contractors / client or members of the public	Other contractors / members of the public / client	2	4	Medium	Maintain social distancing practices.	2	2	Low
Diving	Shared dive helmet and respiratory equipment	Divers	2	5	Medium	Thorough cleaning procedure in between each diver transition. Changing divers to be limited where possible although standard dive procedures must apply and take precedence.	2	3	Medium
Diving	Dressing the diver (<2m) Risk of contracting / passing on the virus	Divers	2	4	Medium	Limit number of times per day where possible. Diver to put hat on prior to assistant approaching.	2	2	Low
Use of washroom facilities	Risk of contracting virus by touching surfaces / sharing airspace	Employees	2	4	Medium	Washroom facilities to be regularly cleaned by client or Constructex depending on	2	2	Low

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						ownership / responsibility			
Use of shared food preparation areas	Risk of contracting virus by touching surfaces / food becomes contaminated / sharing airspace	Employees	2	3	Medium	Take pre-prepared food to sites where possible	2	2	Low
Eating lunch	Risk of contracting the virus whilst shopping	Employees	2	3	Medium	Advise employees to not shop during the day and limit the number of visits to a shop to once a week making sufficient provision for the entire week.	2	2	Low
Use of shared welfare / resting places	Risk of contracting virus by touching surfaces / sharing airspace	Employees	2	4	Medium	Limit the use of shared welfare facilities to a minimum. Stagger breaks to reduce maximum number of people sharing the same space at any one time. Regular cleaning	2	2	Low
Touching surfaces / door handles as necessary to perform role	Risk of contracting virus by touching surfaces	Employees	2	4	Medium	Regular cleaning. Employee toolbox talk and awareness. Office cleaning to happen 3 times per day when occupied.	2	2	Low
Provision of hand sanitiser	Lack of hand sanitiser leading to increased risk of contracting COVID-19	Employees	2	3	Medium	Do not distribute hand sanitiser around office (with excess of hand washing provision) to ensure continuity of supply on site.	2	1	Low