

Areas of consideration Entities Reduce Mode & possible gread of Coxid-33 Control measurer [Site Manager Shaded are proceeding in the constrained. There is a further r) Bit Managers Exclusion of Comments								academy
2. Who should go to work. 3. Employees not using correct hygiene measures and santising practices. 1. Managers should be and weaking the first standing should be and the special distancing guidelines during birefing. 1. All staff working from home 1. Social distancing is be and practices, plants and weakboases for possible additional during birefing. 2. Who should go to work. 3. Employees not using correct hygiene measures and santising practices. 1. Notices of weakhows and to first specific during the specific correct. 1. All staff working from home 1. Social distancing specific during the specific correct. 3. Who should go to work. 3. Employees not using correct hygiene measures and santising practices. 1. Provision of weakhows and to first requires the individual to specific correct. 1. All staff working from home 1. The correct hand weakhing to first requires the individual to specific correct. 3. Employees not using correct hygiene measures and santising practices. 1. Provision of weakhows and to list weakh facilities. 1. All staff working from home 1. The correct hand weaking to first requires the individual to weak the first specific correct. 4. Employees not using correct hygiene measures and santising practices. 1. Provision of weakhows and to list weaking regime as part of RW. 1. All staff working from home 1. The correct hand weaking to first sectific correct. 4. Employees not using correct hygiene measures and santising practices. 1. Provision of weakhows and to list weaking regime a	Areas of consideration	Critical Control Point	Failure Mode & possible spread of Covid-19	ensure that these controls are present as a	Priority Number	controls should be considered to reduce		Managers Guidance / Comments
2. Who should go to work. takes place. 2. 2. and sanitising practices. 2. and sanitising practices. 2. and sanitising practices. 2. and sanitising practices. 1. All staff working from home fractions points will support the individual support to make the provide of maximum support to make the provide of the	2. Who should go to work.	Staff who can not work from home.	1. Staff congregation.	takes place. 2. Guidance issued to staff on requirements for social distancing on RTW. 3. All employees reminded follow social		1. All staff working from home	1	additional controls that can be implemented to reduce risk. 2. Managers should check and ensure social distancing is being is being maintained. 3. Refer to Government Guidance on Working safely during COVID-19 in factories, plants and warehouses for
and sanitising practices. facilities. 2. Reminders on correct hand washing regime as part of RTW. 1 4. Employees contaminating surfaces through little or ineffective hygiene regime, resulting in transmission to other employees, through contact with contaminated surfaces. 1. Provision of washroom and toilet wash facilities. 2. Reminders on correct hand washing regime as part of RTW. 1. Provision of washroom and toilet wash facilities. 1. All staff working from home 1. One way systems and designated entry points will assist in controlling contamination at point of entry. 2. Reminders on correct hand washing regime as part of RTW. 3. Reminders on correct hand washing regime as part of RTW. 1. All staff working from home 1. One way systems and designated entry points will assist in controlling contamination at point of entry. 3. Reminders on correct hand washing regime as part of RTW. 3. Temperature checks as part of the site access process. 1 1 4. Contractor Control process and COVID-19 infected employees 1. Temperature checks as part of the site access process. 1. All staff working from home 1. Temperature checks should be				takes place. 2. Guidance issued to staff on requirements for social distancing on RTW. 3. All employees reminded follow social	1	1. All staff working from home	1	control for COVID-19 Spread and increasing the R-rate. 2. Refer to Government Guidance on Working safely during COVID-19 in factories, plants and warehouses for
or ineffective hygiene regime, resulting in transmission to other employees, through contact transmission to other employees, through contact with contaminated surfaces. facilities. 2. Reminders on correct hand washing regime as part of RTW. 3. Temperature checks as part of RTW. 1 Lincreased classing regime will reduce the likelihood of cross contamination. 5. Unidentified COVID-19 infected employees 1. Temperature checks as part of the site access process. 1 1. All staff working from home 1. Temperature checks should be				facilities. 2. Reminders on correct hand washing	1	1. All staff working from home	1	requires the individual to wash their hands continuously for 20 second. 2. Refer to Government Guidance on Working safely during COVID-19 in factories, plants and warehouses for
			or ineffective hygiene regime, resulting in transmission to other employees, through contact	facilities. 2. Reminders on correct hand washing regime as part of RTW. 3. Temperature checks as part of the site access process. 4. Contractor Control process and COVID-19	1	1. All staff working from home	1	points will assist in controlling contamination at point of entry. 2. Increased cleaning regime will reduce
					1	1. All staff working from home	1	

HR Spread and Containment of Covid-19 virus RA



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	Staff who can work from home but attend site occasionally.	 Lack of equipment or communication at home leading to staff attending site. 	1. Staff issued remote workstations. 2. Communication remotely through Teams platform.	4	1. All staff working from home	1	 Managers should make every effort ensure staff who can work from home have the correct equipment and minimise the requirement to attend site. All meetings should be through the Teams platform. Keeping in touch with off-site workers on their working arrangements including their welfare, mental and physical health and personal security. Managers should consider the use of Clockify to manage remote operatives.
2. Who should go to work.		 Attend site to collect / replenish stationary or equipment. 	 Pre-arranged time for essential site visit. Managers to ensure Staff social distancing takes place while attending site. Correct hygiene measures and sanitising practices while attending site. 	4	 All staff working from home. No requirement for office supplies 	1	 Managers should make every effort ensure staff who can work from home have the correct equipment and minimise the requirement to attend site.
		 Attend site to collect personal belongings. 	 Pre-arranged time for essential site visit. Managers to ensure Staff social distancing takes place while attending site. Correct hygiene measures and sanitising practices while attending site. 	4	 All staff working from home. No personal belongings on site. 	1	 Managers should make every effort ensure staff who can work from home have the correct equipment and minimise the requirement to attend site.