

# COVID-19 Risk Assessment Electrical Contracting



# Hazards Risk-Assessed



1  
Quantity of  
Employees  
on Site

| Who is at risk? | Controls Required  | Additional Comments  |
|-----------------|--|--|
| Employees       | Employee numbers have been drastically reduced on site due to furloughing and small numbers working from home. | Situation is kept under review by Management team and regular liaison with the client. Where JWM employee form part of a larger workforce we will work with client to instigate appropriate social distancing measures |



2

Employees with Pre-Existing Health Conditions

| Who is at risk? | Controls Required   | Additional Comments  |
|-----------------|---|--|
| Employees       | Affected employees identified and controls implemented such as working from home / shielding                | Company issues regular employee advisory bulletins which contain and reiterate message around self-isolation should employee demonstrate symptoms. |
|                 | Equality issues considered by local management team to ensure all are treated equally in such adverse times | These are routinely checked through Finance Director & HR Team.  |



3

Arriving/  
Leaving Work  
& Social  
Distancing On  
Site

| Who is at risk? | Controls Required   | Additional Comments |
|-----------------|---|---------------------|
| Employees       | Staggered arrival and departure times where possible.   | N/A                 |
| Contractors     | Limiting employees in company vehicles  |                     |
| TATA Personnel  | All but essential travel between sites/locations.   |                     |
|                 | All reasonably practicable measures to be undertaken to achieve 2 mtr distancing between employee. Where close proximity working cannot be avoided, risk assessment will be reviewed with the aim of identifying additional control measures. |                     |
|                 | Floor markings to identify 2M social distancing and additional hand-washing facilities  |                     |
|                 | Additional car parking facilities   |                     |



# 4

## Moving Around Buildings

| Who is at risk? | Controls Required  | Additional Comments                               |
|-----------------|--|---|
| Employees       | One-way movement around site buildings                             | Liaison with site operator rules to be considered |
| Contractors     | Floor markers utilised frequently, separation of working zones     | N/A   |
| TATA Personnel  | Reduced occupancy in vehicles and regulating high-traffic areas.   |   |
|                 | Tool box talks on importance of social distancing (2M)             |   |
|                 | Reducing numbers of people in attendance at site inductions        |   |
|                 | Planning site access requirements                                  |   |
|                 | Consistent pairing system for close proximity work (i.e. lifting). |   |



5

Static Based  
Workplace

| Who is at risk? | Controls Required   | Additional Comments           |
|-----------------|---|-------------------------------|
| Employees       | Remote working (i.e. Microsoft Teams/Skype)                           | Applies to JWM & Client Sites |
|                 | Changing layouts to allow people to work further away from each other |                               |



# 6

## Meetings & Large Gatherings

| Who is at risk?                            | Controls Required   | Additional Comments           |
|--|---|-------------------------------|
| Employees<br>Contractors<br>TATA Personnel | Only absolutely necessary participants to attend meetings | Applies to JWM & Client Sites |
|  | Provision of hand sanitiser/gel                           |                               |
|  | Holding meetings outdoors wherever possible               |                               |





7  
Use of  
Common  
Areas

| Who is at risk? | Controls Required   | Additional Comments |
|-----------------|---|---------------------|
| Employees       | Outdoor Areas available for breaks  | N/A                 |
|                 | Staggering break times to reduce pressure on break rooms                                      |                     |
|                 | Reconfiguring break areas to maintain social distancing and reduce face-to-face interactions. |                     |



8

Unnecessary  
Site Visits

| Who is at risk? | Controls Required  | Additional Comments |
|-----------------|--|---------------------|
| Employees       | When site visits are required guidance on social distancing explained to visitors on arrival | N/A                 |
|                 | Consider virtual connection or remote working as alternative                                 |                     |
|                 | Limit number of visitors   |                     |
|                 | Maintain full record of visitors   |                     |
|                 | Establish host responsibilities re: COVID-19 and provide necessary training                  |                     |



9  
Spread of  
COVID-19

| Who is at risk? | Controls Required   | Additional Comments |
|-----------------|---|---------------------|
| Employees       | Hand washing facilities with soap and hot water in place at all sites/locations                     | N/A                 |
| Contractors     | Stringent hand washing  |                     |
| Visitors        | Hand washing guidance displayed at all work locations   |                     |
| Drivers         | Gel sanitisers in any area where washing facilities not readily available                           |                     |
|                 | Gel sanitisers at entry points into buildings/offices with signage displayed prominently throughout |                     |
|                 |   |                     |



10  
Workplace  
Cleanliness

| Who is at risk? | Controls Required   | Additional Comments |
|-----------------|---|---------------------|
| Employees       | Frequent cleaning of equipment, objectives, site equipment and control panels           | N/A                 |
|                 | Clearing workspaces and removed waste/belongings from work areas at the end of each day |                     |



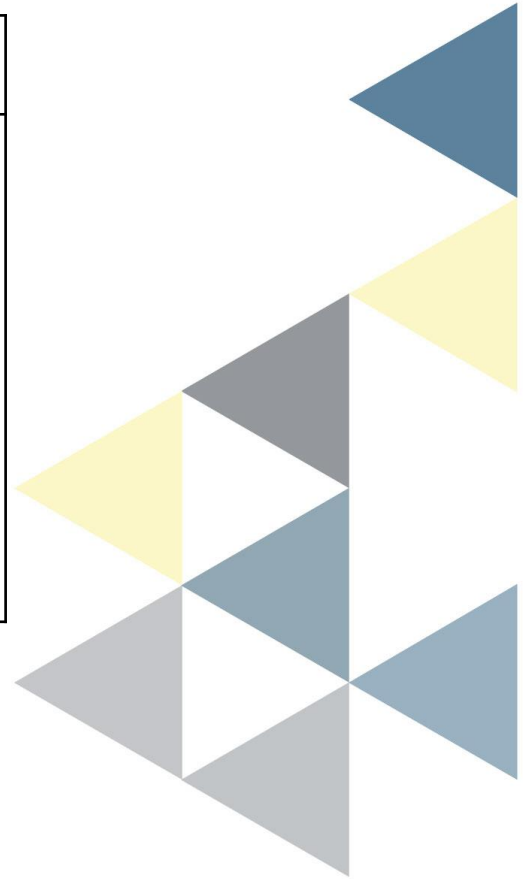
11  
Hygiene & Sanitation

| Who is at risk? | Controls Required  | Additional Comments           |
|-----------------|--|-------------------------------|
| Employees       | Additional handwashing facilities on larger sites with appropriate posters and signage | Maintain under regular review |
|                 | Provision of hand sanitisers   |                               |
|                 | Clear usage and cleaning guidance for toilets to ensure they are maintained            |                               |
|                 | Enhanced cleaning regimes, waste facilities and rubbish collection                     |                               |
|                 | Where possible providing paper towels as an alternative to hand dryers.                |                               |



12  
Work-Related  
Travel

| Who is at risk? | Controls Required                                  | Additional Comments |
|-----------------|--|---------------------|
| Employees       | All non-essential travel has been curtailed        | N/A                 |
|                 | Additional vehicles provided to reduce car sharing |                     |
|                 | Consistent pairing of work teams where necessary   |                     |



**13**  
Training  
within Large  
Groups

| Who is at risk? | Controls Required                            | Additional Comments            |
|-----------------|--|--------------------------------|
| Employees       | At present, no training is being undertaken. | Situation is kept under review |

