	<b>Generic Task Based Risk Assessment</b> UKPN Services working during COVID-19 pandemic	<b>Reference:</b>	ISA 14 v2.0
	For: UK Power Networks Services	<b>Review Dates:</b>	11/05/2022

	STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
			C	L	R		C	L	R
	<b>Additional Risks at a work sites / offices during COVID-19 pandemic</b>	<b>Behaviour</b> Travelling to site / within sites	E	3	21	<ul style="list-style-type: none"> <li>Wherever possible Operatives should travel to site alone using their own transport</li> <li>Sites to make parking arrangements for additional cars and bicycles</li> <li>Use other means of transport to avoid public transport</li> <li>Providing hand-cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitiser if water is not available</li> <li><a href="https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/">https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/</a></li> <li>Travel around sites should be completed in separate vehicles.</li> <li>For additional information refer to ISS 11 031 Working for UKPN Services during COVID-19 Pandemic</li> </ul>	E	1	10
		<b>Work Environment</b> New additional risks relating to COVID-19 that may be present in the work site.	E	3	21	<ul style="list-style-type: none"> <li>On arrival at site and before commencing any work, an On Site (Point Of Work) Assessment form HSS 01 062a will be completed.</li> <li>ISS 01 031a COVID-19 POWA to be completed</li> <li>Only faults, essential works and client driven work will be completed.</li> <li>For additional information refer to ISS 11 031 Working for UKPN Services during COVID-19 Pandemic</li> <li>HSS 01 165 Works in Potential Pandemic &amp; Infectious Disease Exposure Areas</li> <li>HR 01 037 Infectious Disease Outbreak and Pandemic Influenza Business Continuity Plan</li> </ul>	E	1	10
		<b>Micro organism</b> Contact with virus	E	3	21	<ul style="list-style-type: none"> <li>If entering an area or premises where is believed COVID-19 is present or persons with symptoms are, this should only be done in accordance with A89.</li> <li>Additional disposable PPE is to be worn in line with A89:</li> </ul>	E	1	10



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					<ul style="list-style-type: none"> <li>- FFP3/FFP2 mask</li> <li>- Disposable coveralls</li> <li>- Disposable overshoes</li> <li>- Disposable gloves</li> <li>• Disposal PPE is single use and should be disposed of after use. Spare set required for if damage occurs so that it can be changed</li> <li>• Avoid unnecessary contact with members of the public and third parties maintain social distance – minimum of 2 metres</li> <li>• Avoid touching your mouth, eyes, ears and nose</li> <li>• Avoid eating and drinking</li> <li>• Wash hands with soap and hot water for 20 seconds as soon as possible after removing disposable PPE.</li> <li>• Use hand-sanitiser if not possible to wash right away, sites with no wash facilities or on the way out</li> <li>• Access to operational sites controlled to prevent access unless operational necessary</li> <li>• Specialist deep clean to suspected UKPN Services infected sites carried out by contractor through Cliff Couch/UKPN Facilities.</li> </ul>				
		<b>Micro organism</b> Virus present on tools and equipment	E	3	21	<ul style="list-style-type: none"> <li>• Removal and disposal of disposable PPE:             <ul style="list-style-type: none"> <li>○ Only remove disposable PPE when work is complete and you have left the premises.</li> <li>○ Once removed, place in a double bag and zip-tie securely.</li> <li>○ For sites where we do have a hazardous waste bins, please make use of these.</li> <li>○ For those sites that do not have the bins they can use any of the depots listed A89 Safety Alert.</li> </ul> </li> </ul>	E	1	10



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					<ul style="list-style-type: none"> <li>○ If your ID card does not allow access please contact company security 0845 3009225 who will be able to allow you access, this is manned 24/7. Please notify RSK via Facilities on 777 or 020 3660 2010 to arrange collection from a UKPN Depot.</li> <li>○ Waste cannot be left at unoccupied sites, as a consignment note must be signed.</li> <li>• Cleaning of Hard Surface PPE:           <ul style="list-style-type: none"> <li>○ Where “Hard Surface” PPE (e.g. Eye Protection, Composite Electrical Live Working Gloves or Wellington boots) shall be cleaned, using water and soap as soon as practicable .</li> <li>○ If soap and water are not available then a non-alcohol based sanitiser can be used.</li> </ul> </li> <li>• Cleaning of Instruments and battery operated equipment:           <ul style="list-style-type: none"> <li>○ Instruments and battery operated equipment must not be immersed in water and shall be wiped down with an appropriate wipe or misting of sanitiser spray and wiped off with a disposable paper towel;</li> <li>○ If wipes not available, use towel dipped in soap and water solution ensuring instrument doesn't get excessively wet.</li> </ul> </li> <li>• Cleaning of electrical gloves:           <ul style="list-style-type: none"> <li>○ Electrical gloves shall be decontaminated with non-alcohol hand sanitiser (not the white cream type) or soap and water and must be thoroughly dried after cleaning.</li> <li>○ Electrical gloves must not be washed in temperatures over 65°C</li> </ul> </li> </ul>			
	<b>Not fit for work</b> Developing symptoms	E	3	21	<ul style="list-style-type: none"> <li>• Avoid touching anything</li> <li>• 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.</li> </ul>	E	1	10



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					<ul style="list-style-type: none"> <li>Notify people you have been working with, follow self-isolation government guidelines</li> <li>Do not return to work until the period of self-isolation has been completed and combined symptoms have resolved.</li> <li>For additional information refer to ISS 11 031 Working for UKPN Services during COVID-19 Pandemic</li> </ul>			
	<b>Behaviour</b> Social Contact	E	3	21	<b>Social Distancing</b> <ul style="list-style-type: none"> <li>Social Distancing - Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health England.  <a href="https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people">https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people</a></li> <li>If applicable Control to be informed of individuals whereabouts and where they are planning on going next</li> <li>Exposure to the risk reduced by cutting down on exposure times as much as possible by reducing the amount of time working within 2 metres of another person.</li> <li>The task must be assessed to ensure that the staff working in close proximity have not been exposed to anyone with suspected COVID-19 symptoms.</li> <li>The working teams should be comprised by the minimum number of persons necessary to complete the task safely. Ideally, the working group should be a recognised working team, such as a Jointer and a mate who are familiar and confident of each other's exposure risk.</li> <li>Where there is a lack of confidence in the above steps, the POWA should consider what additional measures might be required including any PPE items as identified in A89 and the associated guidance notes</li> <li>Working parties reduced to the minimum amount required to carried out the task safely</li> </ul>	E	1	10



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					<ul style="list-style-type: none"> <li>• Avoid vehicle sharing – one person per vehicle</li> <li>• Maintain social separation from members of the public and third parties</li> <li>• Only visit key sites when necessary</li> <li>• For additional information refer to ISS 11 031 Working for UKPN Services during COVID-19 Pandemic</li> </ul>				
		<b>Restricted space (access/egress)</b> Site access points	E	3	21	<ul style="list-style-type: none"> <li>• Stop all non-essential visitors</li> <li>• Introduce staggered start and finish times to reduce congestion and contact at all times</li> <li>• Monitor site access points to enable social distancing – you may need to change the number of access points, either increase to reduce congestion or decrease to enable monitoring</li> <li>• Remove or disable entry systems that require skin contact e.g. fingerprint scanners</li> <li>• Require all workers to wash or clean their hands before entering or leaving the site</li> <li>• Allow plenty of space (two metres) between people waiting to enter site</li> <li>• Regularly clean common contact surfaces in reception, office, access control and delivery areas e.g. scanners, turnstiles, screens, telephone handsets, desks, particularly during peak flow times</li> <li>• Manage site inductions to prevent unnecessary contact with others.</li> <li>• Drivers should remain in their vehicles if the load will allow it and must wash or clean their hands before unloading goods and materials.</li> <li>• Comply with any additional client or MoD instructions, constraints and requirements.</li> </ul>	E	1	10

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						<ul style="list-style-type: none"> <li>For additional information refer to ISS 11 031 Working for UKPN Services during COVID-19 Pandemic</li> </ul>			
		<b>Security</b>	E	3	21	<ul style="list-style-type: none"> <li>Ensure ID badges are on clear display</li> </ul>	E	1	10

Produced by: Kath Rainbow	Signature: K Rainbow	Date: v1.0 11/05/2021	Approved by: Andy Woodhill	Signature:	Date: v2.0 11/05/2021
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C – Consequence L– Likelihood R – Risk

**Specific PPE/Fit for Work requirements stated in the Control Measures are mandatory.**  
**An On-site (Point of Work) Assessment or Dynamic Assessment must be undertaken for all tasks to confirm which items of Safe 6 to be used and any additional PPE/Equipment required as a result of the site conditions.**

TRMT/SAT Attendees	Reason for Review	Actions Required	Details of changes
Kath Rainbow Maurice Hickman Lucy Innes Andy Woodhill	Periodic review	Publication by Document Control	<ul style="list-style-type: none"> <li>Removed reference to Northern Ireland Covid-19 website</li> <li>Assessment reformatted to make it easier to read</li> </ul>