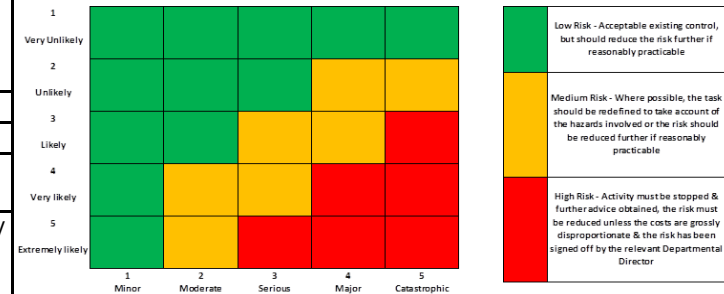


| | | | |
|---|-----------------------|--|-------------------|
| Assessment Title (Task, process, equipment or facility) | | Pandemic Infection Risk | |
| Location | TMHUK Premises | Date | 01/04/2025 |
| | | Review date | 31/03/2026 |
| Prepared By (Team) | | E Greaves (QHSE Manager) | |
| Legal / Best Practice Requirements / links to other assessments (eg COSHH) | | Management of Health & Safety at Work Regs / Workplace (Health, Safety & Welfare) Regs, Health & Safety at Work Act, Management of Health & Safety at Work Regulations, Coronavirus Regulations 2020 | |



| Hazard | Risk | Effect (Who / what affected) | Initial Risk | | | Current Controls (inc practices/ procedures) | Actual Risk | | | Additional Controls (inc practices/ procedures) | Action by and when |
|---|---|--|--------------|----------|------------|---|-------------|----------|------------|--|--------------------|
| | | | Likelihood | Severity | Risk Level | | Likelihood | Severity | Risk Level | | |
| Inadequate site controls | Passing or receiving infection from/to another person | TMHUK team members / site visitors / contractors/ any other person | 3 | 3 | M | 1. TMHUK management team and the Depot Responsible Person to ensure the following controls are in place: a) Communication updates to all team members advising of current covid situation. b) Any additional hand cleaning stations will be in place and team members are advised to use these regularly. c) Team members are advised to wear a face covering in small enclosed areas such as toilets and kitchens where social distancing may be compromised for short periods. d) Team members are encouraged be vigilant and to advise their leader if showing any symptoms | 2 | 3 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary. Monitor throughout the activity | |
| Heating, Ventilation, Air Conditioning (HVAC) | Passing or receiving infection from/to another person | TMHUK team members / site visitors / contractors/ any other person | 1 | 4 | L | 1. Depot HVAC systems will be assessed and advice taken from service providers. 2. Consideration will be taken on the risk of spreading the virus via air conditioning systems. 3. Air conditioning systems will be maintained in line with the service providers recommendations. 4. Wherever possible, windows and doors should be opened to allow fresh air/natural ventilation to enter the space and support dilution. The air conditioning systems should be used for limited times only (max 15 minutes) to achieve the required temperature and then switched off allowing natural ventilation within the room. Single use offices can use air conditioning for longer periods. 5. The use of desk or other fans should be avoided however it is recognised that in extreme temperatures these may be required for personal comfort. If used, natural ventilation via open doors/windows/vents must be provided. The fan should be used on a low setting and directed at the individual team member. Fans placed in front of an open window or door (to fresh air), in order to draw in additional fresh air is acceptable. | 1 | 4 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary. Monitor throughout the activity | |

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| | | | Likelihood | Severity | Risk Level | | Likelihood | Severity | Risk Level | | |
| TMHUK team member/contractor/customer team member showing symptoms | Passing or receiving infection from/to another person | TMHUK team members / site visitors / contractors/ any other person | 4 | 4 | H | 1. TMHUK team members will monitor, prior to work and throughout the day for any person showing symptoms. 2. Anyone showing possible symptoms will be asked to leave site immediately and TMHUK HR team will be informed. | 1 | 4 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary. Monitor throughout the activity | |
| Insufficient segregation in work area and welfare facilities from other persons. Insufficient social distance. | Passing or receiving infection from/to another person | TMHUK team members / site visitors / contractors/ any other person | 3 | 3 | L | 1. Occupancy levels will be assessed by QHSE & HR. 2. Team members are expected to show respect for all other persons space and demonstrate levels of social distance. If close contact is necessary team members are requested to wear a face mask. 3. Team members are requested to wear a face mask in confined spaces such as toilets and kitchens. 4. For 2 person jobs that do not allow for social distance team members are requested to wear a face mask. 5. Agreements can be developed with individual couriers etc to negate the need for document signing. If signage is essential, hands should be sanitised prior to and following the signature. 6. TMHUK team member must contact their leader immediately if social distancing is not maintained. | 1 | 3 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary. Monitor throughout the activity | |
| Insufficient hand cleaning facilities | Passing or receiving infection from/to another person | TMHUK team members / site visitors / contractors/ any other person | 3 | 3 | M | 1. TMHUK management will provide access to hand washing facilities. Additional sanitisers have been provided throughout the depots. 2. Frequent hand washing is encouraged by TMHUK management and at least before eating, drinking or smoking. Hands must be washed after touching shared contact surfaces such as door handles, printer controls etc. | 2 | 3 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary | |
| Potentially contaminated shared equipment | Passing or receiving infection from/to another person | TMHUK team members | 2 | 3 | L | There may be a number of situations where it is necessary to share equipment. Examples include but are not limited to tools, IT equipment, vending machines, tea/coffee making facilities, workshop manuals, stationary, welfare facilities, lifting equipment, ladders, brush and shovel etc. These situations require additional good hygiene, cleaning/sanitising hands before and after use, cleaning the equipment before and after use. The sharing of equipment should be kept to a minimum and team members should provide their own cups, water bottles, cutlery etc. | 1 | 3 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary | |
| Travel to/from the workplace, depot, customer site etc | Passing or receiving infection from/to another person | TMHUK team member | 3 | 3 | M | 1. Team members who need to share the same company vehicle must wear a face mask whilst in the vehicle. 2. Team members travelling to depots in private vehicles are advised to wear a face mask if sharing with another person not part of their household. 3. TMHUK recommend all team members to use a face covering when using public transport. | 2 | 3 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary. | |

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| | | | Likelihood | Severity | Risk Level | | Likelihood | Severity | Risk Level | | |
| Jobs requiring more than 1 person | Passing or receiving infection from/to another person | TMHUK team members / site visitors / contractors/ any other person | 3 | 3 | M | 1. If a job requires more than one person consider: a) is this job essential, if yes can the job be delayed until a later date, b) if no can the job be carried out in a different way by just one person, c) if no can the job be planned so the people involved do not breach social distancing, d) if no the job should be carried out in a well ventilated area and outside if possible and safe. Wearing face masks is advised, try not to work face to face and keep the job to as short a time as possible. | 2 | 3 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary. Monitor throughout the activity | |
| Insufficient PPE and improper use of such PPE | Passing or receiving infection from/to another person | TMHUK team members / site visitors / contractors/ any other person | 3 | 3 | M | 1. TMHUK will provide, in addition to any standard PPE, sufficient disposable gloves and face masks/visors. 2. TMHUK team member will ensure that PPE is worn appropriately, in line with the manufacturers and TMHUK recommendation and seek advice from their leader or QHSE if in any doubt. 3. The wearing of a face covering is not mandatory as standard however the company reserve the right to implement the requirement for face coverings on an individual depot/department basis if the QHSE Director and/or QHSE Manager request this. | 1 | 3 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary. Monitor throughout the activity | |
| Potentially contaminated MHE or office furniture, doors etc | Passing or receiving infection from/to another person | TMHUK team members | 2 | 3 | L | 1. Disposable gloves are available (not mandatory). 2. Spray a cloth with hard surface cleaner or another cleaning product and wipe down the regularly touched areas such as steering wheel/tillar arm, hydraulic controls, switches, desks, keyboards etc. Dispose of the cloth immediately. 3. Do not spray the product directly onto the equipment, this could potentially distribute any settled infectious droplets. 4. Offices will maintain cleaning contracts to ensure regular cleaning of desks, door handles etc. in working areas. Team members have been provided the facility to clean their own work station. 5. Specific intervention may be needed if a team member is known to have symptoms and has been at work. Refer to QHSE and HR. These will be managed case by case. | 1 | 3 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary | |
| Insufficient first aid and fire marshal support | Unable to provide first aid. No trained team members to assist with building evacuations | TMHUK employees / site visitors / participants | 2 | 4 | M | 1. At all times each depot will have as a minimum an assigned responsible person 2. An evaluation will be made by QHSE for each depot in relation to how many, if any trained persons are needed. This evaluation may not be documented. 3. The depot responsible person will monitor on a daily basis the status of first aid and fire marshal support and designate the appointed person if necessary. | 1 | 4 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary. Monitor daily | |

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|--|---|---|--------------|----------|------------|--|-------------|----------|------------|---|--------------------|
| | | | Likelihood | Severity | Risk Level | | Likelihood | Severity | Risk Level | | |
| Shared equipment | Passing or receiving infection from/to another person | TMHUK employees / site visitors / participants | 2 | 4 | M | 1. Offices and workshops may use various pieces of shared equipment. Before and after each use, the user must wash/sanitise their hands and wipe the equipment with the antibacterial/antiviral wipes provided. | 1 | 4 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary | |
| Depots used for training or customer visits | Passing or receiving infection from/to another person | TMHUK employees / customer / 3rd party contractors / site visitors | 2 | 4 | M | 1. A specific risk assessment and method statement have been developed for operator training and technical training however all standard depot controls apply with some additions. Refer to the specific RA. 2. Customer visits are unlikely to require a specific assessment, all standard controls apply. | 1 | 4 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary | |
| Managing the UK government tiering systems | Passing or receiving infection from/to another person | TMHUK employees / customer / 3rd party contractors / site visitors | 2 | 4 | M | 1. The HR & QHSE Director/teams will monitor changing implementation of 'lockdown' areas imposed by the government and/or local authorities. Appropriate actions will be implemented to ensure the authority guidance is followed. This will be managed on case by case and may result in tighter internal controls being implemented at short notice. | 1 | 4 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary | |
| High risk team members, 'clinically vulnerable'. | Serious effects if the disease is contracted | Individual team member may, due to underlying conditions, be more severely affected | 2 | 4 | M | TMHUK will try to identify those with underlying illnesses via Reasonable Adjustment forms, surveys, shielding letters, health surveillance results, direct communications from team members, communications from TMHUK asking for information from team members, leaders knowledge of their teams. TMHUK will consider older team members who may be at additional risk. TMHUK may restrict access to certain areas of our and our customer premises if deemed appropriate. | 1 | 4 | L | All appropriate controls are in place that are reasonably practicable, no further action is necessary | |