

Substance or Activity Assessed	Operational environment of Chell Instruments Ltd.	Date	04 th Jan 2021
Assessment Completed By	Colin Muir	Person(s) Consulted	Nick Broadley, Jamie Shanahan, Duncan Cooper & Tracy Glover.

This Risk Assessment and identified Control Measures has been established following consultation with Management, Supervisory and Operational staff Staff acknowledgment as to their understanding of the control measures to be applied is included as the last page to this document

Substance(s) in use	Hazard Category, Risk Phrase, Hazard Statement, EM40 notification etc	Hazard Rating
SARS-Cov-2 Virus	Spread of Covid-19/Coronavirus	

Are any of these substances noted as a Carcinogen or Respiratory Sensitiser (Use Part 2 assessment)	YES	NO	Do any of these substances have a Workplace Exposure Limit (WEL)	YES	NO
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Location and Method of use. <small>(Who, how and frequency)</small>	Review of operational conditions to ensure possible contact with Covid 19/Coronavirus is minimised in line with Government Recommendations.
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Persons Exposed	Employees <input checked="" type="checkbox"/>	Contractors <input type="checkbox"/>	Young Person <input type="checkbox"/>	Expectant Mother <input type="checkbox"/>	Visitors and/or Public <input checked="" type="checkbox"/>	Trespassers <input type="checkbox"/>
Frequency of Exposure	Continually <input type="checkbox"/>	Hourly <input type="checkbox"/>	Daily <input checked="" type="checkbox"/>	Weekly <input type="checkbox"/>	Monthly <input type="checkbox"/>	Yearly <input type="checkbox"/>
Duration of Exposure	Less than 1hr <input type="checkbox"/>	1-2 hrs <input type="checkbox"/>	3-4 hrs <input type="checkbox"/>	5-6 hrs <input type="checkbox"/>	7-8 hrs <input checked="" type="checkbox"/>	More than 8 hrs <input type="checkbox"/>

Hazard Rating (HR)	3= Death or severe injury/illness, 2= brief absence due to injury/illness, 1= minor injury requiring first aid.	Trivial/Low	1 or 2	Low risk no further action required
		Moderate To Substantial	3 or 4	Medium risk ensure adequate controls are in use (part 1)
		High	6	Substantial risk ensure full process is assessed (part 2)
Exposure Potential (EP)	3= Immediate, 2= Intermittent, 1= infrequent.		9	High risk stop operation and implement adequate control measures (part 2)

(part 1) Hazard	Initial			(part 1) Existing Control Measures	Residual			Additional Controls								
	HR	EP	Risk		HR	EP	Risk									
<p>1. <u>Persons coming into contact with product or process.</u></p> <p><i>Possible that staff could come into contact with the virus when performing duties within Chell Instruments Ltd. by:</i></p> <table border="1"> <tr> <td>Inhalation</td> <td>X</td> </tr> <tr> <td>Ingestion</td> <td>X</td> </tr> <tr> <td>Contact with skin or eyes</td> <td>X</td> </tr> <tr> <td>Fire, explosion & reaction</td> <td></td> </tr> </table> <p><i>Note: Visitors to Chell will be limited and by appointment only.</i></p>	Inhalation	X	Ingestion	X	Contact with skin or eyes	X	Fire, explosion & reaction		3	2	6	<ol style="list-style-type: none"> Social Distancing: - number of persons in any work area limited to comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency. Sanitisers available and should be used upon entry to facility. Hand washing facilities with soap and water in place, ensure hands are washed as per government guidelines. Sanitisers placed around facility and near any area where washing facilities not readily available. One way system introduced within factory and office environment to reduce possible contact and help ensure 2-metre social distancing is not encroached. Passageway doors to remain open during office hours reducing source of communal contact. Front kitchen, maximum number of 2 off staff allowed in at any time. Small works kitchen, 1 off staff member only at any time. Upstairs/mezzanine works kitchen maximum number of 2 off staff at any one time. Conference calls/remote access to be used for face to face meetings and external audits. Stagger break times to minimise kitchen requirement and help ensure 2-metre recommended gap is maintained. <u>Work stations relocated to ensure 2-metre distance measures and reduce "walk through" traffic.</u> <u>Off-site work; only case by case agreement.</u> Disinfect daily communal use handles, door touch areas. Disinfectant supplied for work station cleanliness. Local hand cleansing stations are available around the facility. Disinfectant available at hand wash facilities in toilet areas. <u>Required to wear face covering when not at work station or not able to maintain the 2-metre social distance.</u> <u>Daily temperature check of each on site staff member.</u> <u>Staff work from home where possible.</u> 	3	1	3	
Inhalation	X															
Ingestion	X															
Contact with skin or eyes	X															
Fire, explosion & reaction																

ACTION ARISING FROM RISK ASSESSMENT					
No	Risk Rating	Action Required:	Person (s) Responsible	Target Date	Date Completed
1	Medium	This risk assessment must be communicated to all staff involved in the activity and use of these substances/tool/equipment	Chell Instruments Ltd.	TBA.	Refer to signature.

