

 <p>UK Power Networks Services The power to deliver a better future</p>	Generic Task Based Risk Assessment Rail Infrastructure Work - access, egress and work activities. Applicable to all rail infrastructures	Reference:	ISA 12 v5.0
	For: UK Power Networks Services	Review Dates:	20/01/2022


	STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
			C	L	R		C	L	R
	Planning	Planning / Communication Lack of knowledge of the site	B	3	8	<ul style="list-style-type: none"> Pre-site surveys carried out. Pre-construction information provided from client. Review other historical documents where available Briefing at least 24hrs prior to works where applicable Engage with Client personnel for further information on local knowledge 	B	1	2
	Access / Egress to and from site	Ground Conditions/Instability Slips, trips, falls	C	3	17	<ul style="list-style-type: none"> Use designated walkways where available. Use of client authorised access and egress points. Be aware of changing weather conditions. Mandatory UKPN approved safety footwear (provides support to the ankle, includes mid-sole protection, and has a protective toecap.). Site Briefing. Identify known hazards i.e. ballast. Good housekeeping / keep walkways clear 	C	1	4
		Trespass / Unauthorised Entry Security	E	4	23	<ul style="list-style-type: none"> Ensure work area is secure. Access / Egress gates to be locked at all times. Adequate security measures in place e.g. CCTV or Site security Daily Site Security Check to be completed by Site Supervisor and where required paperwork completed 	E	1	10

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	STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
			C	L	R		C	L	R
	Working on or near electricity	Electricity HV Live Cables in adjacent troughs	E	4	23	<ul style="list-style-type: none"> Where applicable HV Assessor to complete HV Risk Assessment Competent Person to be on site in accordance with Client specific requirements e.g. NR/L3/ELP/22001 - Procedure And Competence Requirements For Persons Undertaking Works In The Vicinity of High Voltage Cables Switch Out HV Feeders where required Brief all staff on limits of protection Erect safety fence to mark limits of site where there is requirement to do so Mechanical protection where required 	E	1	10
		Electricity Live Equipment	E	4	23	<ul style="list-style-type: none"> Competent Person to be on site in accordance with Client requirements e.g. NR/L2/CTM/018 - Competence and Training in Traction Power Distribution Suitably competent person to access & supervise works within substations and compounds Brief all staff on limits of protection, tools and equipment e.g. the carrying of long objects Erect safety fence to mark limits of site Use authorised walking routes 	E	1	10

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		C	L	R		C	L	R
	Electricity Disconnecting / connecting LV power supplies to equipment	E	4	23	<ul style="list-style-type: none"> Only electrically qualified personnel to carry out these activities Use of LV gloves where applicable. Isolate supplies in compliance with clients / UKPN requirements Isolation checks to be carried out prior to work commencing Staff to be brief on the work and potential hazards prior to starting Approved insulated hand tools to be used 	E	1	10
	Electricity Working adjacent to live equipment	E	4	23	<ul style="list-style-type: none"> Competent Person to be on site in accordance with Client requirements e.g. NR/L2/CTM/018 - Competence and Training in Traction Power Distribution Level D/C Minimum to access & supervise works within substations and compounds Barriers and danger signs erected to maintain safety clearances. No working at height adjacent to live equipment Switch outs where required 	E	1	10

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		C	L	R		C	L	R
	Electricity Working on High Voltage equipment.	E	4	23	<ul style="list-style-type: none"> • Competent Person to be on site in accordance with Client requirements e.g. NR/L2/CTM/018 - Competence and Training in Traction Power Distribution • Suitably competent person to access & supervise works within substations and compounds • HV equipment to be isolated and earthed in accordance with the approved Switching Schedule • Screen and place Danger Notices on Live adjacent equipment • In line with Client requirements e.g. NR/WI/ELP/21067 – Making Out, Issuing and Cancelling High Voltage Permits to Work, Sanctions for Test and Circuit State Certificates • Competent Person to brief points of isolation, clearly identifying equipment to be worked on and highlight exclusion zones from adjacent live equipment, prior to issuing Permit to Work • Competent person to be in receipt of Permit to Work • Isolation checks to be carried out prior to work commencing 	E	1	10

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		C	L	R		C	L	R
	Electricity Testing/ Commissioning Activity	E	4	23	<ul style="list-style-type: none"> Competent Person to be on site in accordance with Client requirements e.g. NR/L2/CTM/018 - Competence and Training in Traction Power Distribution Competent person to access & supervise testing within substations and compounds Only trained competent persons to carry out testing and commissioning Personnel to be briefed of on protection limits prior to any testing being carried out Isolation & Earth and a Sanction for Test to be issued for testing operational HV primary equipment Isolation and DC Certificate of Isolation to be issued when testing operational DC primary equipment Isolation checks to be carried out prior to work commencing Only calibrated test equipment to be used 	E	1	10
	Electricity Jointing works Electrocution disruption to services. HV cables only	E	4	23	<ul style="list-style-type: none"> The cable shall be isolated & earthed by a competent person and a Permit to Work Issued prior to work commencing Positive identification of cable by Approved means must be completed. Only fully qualified persons to carry out jointing. PPE to be worn as appropriate – minimum client standards and Safe 6. Jointing in compliance with Jointing GTRAs (JLV/JHV) 	E	1	10

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		C	L	R		C	L	R
	Electricity Jointing works Electrocution disruption to services. DC Cables Only	E	4	23	<ul style="list-style-type: none"> The cable shall be isolated by a competent person prior to work commencing and DC Certificate of Isolation issued prior to work commencing Positive identification of cable by Approved means must be completed. Only fully qualified persons to carry out jointing. PPE to be worn as appropriate – minimum client standards and Safe 6. Jointing in compliance with Jointing GTRAs (JLV/JHV)	E	1	10
	Electricity Negative DC Termination works	E	4	23	<ul style="list-style-type: none"> All staff briefed on possible potential differences between Negative busbar/cables and Earth Mandatory use of Insulated tools/gloves. Manual handling training Transfer one negative cable at a time always leaving one cable connected. Isolate DC Circuit Breakers to reduce return current 	E	1	10
	Electricity Working adjacent to live equipment	E	4	23	<ul style="list-style-type: none"> Barriers and danger signs. No working at height adjacent to live equipment. Switch outs and isolations. 	E	1	10

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STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
		C	L	R		C	L	R
	Electricity Interfacing with operational live equipment. Connecting cables (Anodes, Main DC Positives & Positive Track Feeders)	E	4	23	<ul style="list-style-type: none"> Competent Person to be on site in accordance with Client requirements e.g. NR/L2/CTM/018 - Competence and Training in Traction Power Distribution Competent person to access & supervise testing within substations and compounds DC equipment to be isolated in accordance with the approved Switching Schedule or Rack Out Form Screen and place Danger Notices on Live adjacent equipment Full compliance with Client requirements e.g. NR/SP/ELP/21060 – Issue of Safety Documentation for Work on 650/750V DC Apparatus Competent person to brief points of isolation, clearly identifying equipment to be worked on and highlight exclusion zones from adjacent live equipment, prior to issuing DC Certificate of Isolation Competent person to be in receipt of Certificate of Isolation Brief all staff on hazards and limits of work. Control access to modules / buildings containing live, operational equipment Only trained, experienced & competent personnel to carry out work 	E	1	10

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	STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
			C	L	R		C	L	R
	Working on or near rail infrastructure in the vicinity of track	Struck by Object Movement of traffic	E	4	23	<ul style="list-style-type: none"> Operatives trained and competent to work on or near rail infrastructure, Use authorised access points Compliance with rail operator site access requirements Brief all staff on limits of protection Brief the positions of safety All work to be carried out according to client Standards Safe System of Work Hierarchy Safe Work Pack in place for all access/works on or near the line COSS/SWL/Site Warden in place for works on or near the line if required Fencing and barriers High visibility PPE in accordance with clients standards 	E	1	10
		Struck by Object Walking or working near to trackside	E	4	23	<ul style="list-style-type: none"> Brief all staff on limits of access. Erect safety fence to mark limits of site. 	E	1	10

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STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
		C	L	R		C	L	R
	Struck by object Lifting operations impact the rail infrastructure/workforce	E	3	21	<ul style="list-style-type: none"> All lifting operations planned and lift classified in compliance with client requirements (e.g. ALO) and HSS 01 080 Planning and Competency Requirements for Lifting Operations Any Line Open (ALO) Plan if required (NR) Operator competence to be checked prior to lift Equipment certification to be checked prior to lift Check buried service drawings and undertake a CAT survey prior to rigging crane Lift Plan in place Permit to Lift issued Exclusion zone set up and monitored for all lifting operations Hard hats mandatory. Staff to stand clear whilst crane operations in progress No lifting in strong winds 	E	1	10
	Trespass / Unauthorised Entry Trespass / vandalism	E	4	23	<ul style="list-style-type: none"> Brief all staff on security requirement. If required Erect Heras fencing around materials. Ensure plant/materials are secured and made inoperable Ensure work area is secure Access / Egress gates to be locked at all times Adequate security measures in place Daily Site Security Check Sheet to be completed by Site Supervisor CCTV and/or on site security to be utilised where required 	E	1	10

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	Micro-organisms Discarded drug needles / sharps	D	3	18	<ul style="list-style-type: none"> Staff briefed on hazard and the need to be vigilant (POWA) Create an exclusion zone around discarded needles and sharps Report to client for clean-up and report to AIRLine/client reporting system GRL 44 Sharps collection and disposal 	D	1	9
Working environment	Noise	C	3	17	<ul style="list-style-type: none"> Work to be undertaken during normal weekday working hours unless specified by the client / UKPN Services Where required following an environmental survey a Section 61 application may need to be submitted Vehicles and plant to be switched off when not in use where practicable 	C	1	4
	Dusts, particles, mists	D	3	18	<ul style="list-style-type: none"> Potential of contact covered by project Safe System of Work Exposure to dust addressed in POWA Compliance with HSS 01 164 Respiratory Protective Equipment (RPE) Instruction, Use, Training and 'Fit Testing Equipment to be protected using appropriate dust sheeting if appropriate Dust suppression (e.g. water) 	D	1	9
	Chemicals Items containing insulating oil	C	4	19	<ul style="list-style-type: none"> Spill kits available on site Copy of the environmental plan, register, COSHH information and emergency procedures to be on site Bunds 	C	1	4

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	Work Equipment Vegetation clearance	B	5	16	<ul style="list-style-type: none"> Refer to ISA 06 Vegetation Clearance and Control on Private Networks. Clearly identify buried services. Appropriate ear defenders/plugs to be worn. Safety harness to be worn if necessary. Use bow saw only (not chain saw). Fence/barrier area, post signage. Supervise the immediate area. Additional PPE – UKPN approved Full face visor, hearing protection 	B	2	5
	Environmental De-commissioning and commissioning equipment containing insulating oil	C	4	19	<ul style="list-style-type: none"> Compliance with GRL 26 Managing waste materials Spill kits available on site Copy of the environmental plan, register, COSHH information and emergency procedures to be on site PCB Test Waste Transfer Notes Disposal by and approved supplier 	C	1	4
	Working on or near Water	E	3	21	<ul style="list-style-type: none"> Refer to GRL 09 Work on or near water. 	E	1	10

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			C	L	R		C	L	R
	Chemicals – Use and storage and contact with	Chemicals Fire Environmental spillage	C	4	19	<ul style="list-style-type: none"> • COSHH Materials Storage Facility. • Copy of the environmental plan, register and emergency procedures to be on site. • COSHH risk assessments available. • Segregated storage of flammable materials as per site specific fire risk assessment. • Only client and UKPN approved substances to be used • Fire Plan • Fire extinguishers at the storage location and at prominent positions on site 	C	1	4
		Chemicals Personnel contamination from contact with Oil	C	4	19	<ul style="list-style-type: none"> • All personnel in contact with oil to wear disposable overalls. • UKPN approved disposable gloves to be worn. • Eye protection mandatory; type dictated by COSHH requirements. (Minimum of UKPN approved safety glasses). • COSHH Data Sheet • Eye wash station 	C	2	7
		Chemicals PCB Contaminated oil	C	4	19	<ul style="list-style-type: none"> • Compliance with client standards and HSS 01 015 Management of Oil Filled Equipment Containing PCB. • Details of assets containing PCB to be recorded and made available by asset owner. • COSHH Data Sheet • Oil filled equipment identified to be PCB contaminated shall be recovered and disposed of by specialist contractor/client appointed specialist. • Presence of PCB reported via AIRLine. 	C	2	7

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	Spillage (Environmental) Oil spill from removal / storage of waste oil	C	4	19	<ul style="list-style-type: none"> Stored in bunded area, removed from site by competent contractor with consignment note. Copy of the environmental plan, register, COSHH information and emergency procedures to be on site Oil spill kits on site. 	C	2	7
Deliveries to site	Struck by object Delivery of plant and material to and from site	D	4	22	<ul style="list-style-type: none"> Delivery covered by project Safe System of Work / Project specific requirements. Contracted suppliers to meet FORS/CLOCS requirements. Exclusion zone in place Banksman if required 	D	1	9
	Struck by object Movement of lorry	D	4	22	<ul style="list-style-type: none"> Only trained & competent persons to use equipment. Mandatory use of Hi-Viz clothing. Banksman in attendance during lorry movements. Setting up an exclusion zone. 	D	1	9
Use of plant on site	Work Equipment Working within proximity of crane lorry	D	4	22	<ul style="list-style-type: none"> Only essential personnel in close proximity to crane and all personnel to be aware of their responsibilities prior to commencement of work. Lift Plan and Permit to Lift Hard hats mandatory. Only trained & competent persons to use equipment. Mandatory use of Hi-Viz clothing. Banksman in attendance during crane lorry movements. Setting up an exclusion zone. 	D	1	9

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		C	L	R		C	L	R
	Work Equipment Movement of plant on site	D	4	22	<ul style="list-style-type: none"> All plant operators to be competent and fully trained. Signaller / banksman in attendance during plant movements. Barriers to be set up and signage to indicate the hazards of the working area. Hazards briefed to staff. ALO Assessment completed for Network Rail projects. 	D	1	9
	Work Equipment Use of mobile crane – communication failure	D	4	22	<ul style="list-style-type: none"> 2-way radios to be used to communicate between crane operator – signaller / banksman. DET2 Radios to be used on NR Projects In the event of failure phones to be used to control lift 	D	1	9
	Work Equipment Inclement weather / high winds	D	4	22	<ul style="list-style-type: none"> Weather conditions be monitored leading up to the works and assessed prior to the commencement of the shift. Cease work during inclement weather. 	D	1	9
	Ground Conditions / Instability Crane lifting – rigging out incorrect. Possible collapse	D	4	22	<ul style="list-style-type: none"> Only fully qualified personnel to set up crane for lifting / positioning of equipment. Ground surveys, where required Lift Plan Correct size mats and pads are used for out rigging. Survey site with charts for buried utilities and drainage. 	D	1	9
	Manual Handling Moving heavy equipment.	D	4	22	<ul style="list-style-type: none"> HS&E Handbook, Section 8 Manual handling awareness training Plan lift and route Use of mechanical lifting aids/team lifts 	D	1	9

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			C	L	R		C	L	R
	Use of small tools on site	Work Equipment Using impact drill to bolt/unbolt redundant equipment	C	3	17	<ul style="list-style-type: none"> Plant and equipment vibration assessed Total time spent using vibrating equipment (HAV) is kept to a minimum. Maximum working time on HAV plant will not be exceeded Supervisor to brief operatives Appropriate eye and ear protection glasses/goggles & defenders/plugs to be worn 	C	1	4
		Work Equipment Use of hand & small Power tools.	C	3	17	<ul style="list-style-type: none"> Refer to GRL 22 Use of Hand tools Use of correct tools for the job. Only trained & competent persons to use equipment. Total time spent using HAV equipment is kept to a minimum. Maximum working time on HAV plant will not be exceeded Supervisor to brief operatives Appropriate UKPN approved eye & ear glasses/goggles/visor & defenders/plugs to be worn 	C	1	4
		Work Equipment Use of chain saws, bow saw and strimmers	D	3	18	<ul style="list-style-type: none"> Refer to GRL 18 vegetation clearance (Inc. mandatory PPE requirements) Exclusion zones in place Only trained & competent persons to use equipment. 	D	1	9

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	Work Equipment Using Battery powered hydraulic crimper	D	3	18	<ul style="list-style-type: none"> Staff training Appropriate PPE to be worn Tool properly maintained, tested and certified Work Load shared between suitably trained staff Daily inspection of equipment before use Pump positioned away from work area. Appropriate PPE to be worn 	D	1	9
	Work Equipment Cuts / injury from the use of hand and small tools	C	3	17	<ul style="list-style-type: none"> Refer to GRL 22 Use of Hand tools. 	C	2	7
Site task	Buried Services Hand Digging	D	3	18	<ul style="list-style-type: none"> Refer to GRL 12 Excavation and Reinstatement Staff training Cable locating tool (i.e RD400) (Cat Survey) Permit to Dig. Buried services records Competent person to complete HVRA Where required switchout HV Feeder Cables Competent Person to Supervise works Refer to DSR 01 014a Excavating Near Electricity Cables - Digging 	D	1	9

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	Work Equipment Cutting using a concrete saw	D	3	18	<ul style="list-style-type: none"> Water used to suppress dust • Eye protection to be worn • Face mask used whilst sawing • Ear defenders to be worn • Exclusion zones in place • Copy of the environmental plan and emergency procedures to be briefed and on site 	D	1	9
	Manual Handling Moving heavy equipment incorrectly/or with an inappropriate number of personnel.	D	3	18	<ul style="list-style-type: none"> • HS&E Handbook, Section 8 • Manual handling awareness training • Plan lift and route • Use of mechanical lifting aids/team lifts • Toolbox talks 	D	1	9
	Work Equipment Drilling/cutting. Flying swarf. Brick dust. Noise	D	4	22	<ul style="list-style-type: none"> • Refer to GRL 22 Use of Hand tools. 	D	1	9
	Work Equipment Dismantling equipment Removing redundant cable terminations	D	4	22	<ul style="list-style-type: none"> • Refer to JLV 01 Installation of New and Removal of Old Electrical Equipment. 	D	1	9

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		C	L	R		C	L	R
	Fire Brazing/Tinning	E	4	23	<ul style="list-style-type: none"> Compliance with client hot works standards and HSS 01 087 Hot Works Procedure Hot Works Permit Fire extinguisher at point of work Erect safety barrier around area of work. Brief all staff on hazards and limits of work. Fire watch to be appointed while work in progress Control of work in accordance to approved method statement COSHH data sheets to be kept on site 	E	1	10
	Manual Handling Cable pulling	D	4	22	<ul style="list-style-type: none"> Manual handling training. Use of cable pulling equipment – socks, rollers Ensure size of cable pulling team is appropriate for the size of cable. Correct handling technique. Cable route assessed prior to pull – ground/weather conditions and the suitability of existing ducting routes. 	D	1	9
Work at height	Working at Height Persons falling	D	4	22	<ul style="list-style-type: none"> HS&E Handbook, Section 5 WAH Hierarchy and Risk Assessment Only trained and competent persons Whilst working at height a safety harness shall be worn and attached using an inertia reel lanyard in accordance with WAH hierarchy and RA Fall arrest equipment to be suitable for the weight and stature of the wearer 	D	1	9

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	Working at Height Using Steps/mobile scaffold	D	4	22	<ul style="list-style-type: none"> Refer to work at height task risk assessments: <ul style="list-style-type: none"> FTR 14 Use of Scaffold Erected by Third Parties GRL 04 Use of Step Ladders and Ladders WAH Hierarchy and Risk Assessment Pasma training Inspections and ladder inspection/SCAF Tag Compliance with client requirements i.e. GRP equipment 	D	1	9
Additional Risks at a work sites / offices during COVID-19 pandemic	Behaviour Travelling to site / office	E	3	21	<ul style="list-style-type: none"> Wherever possible Operatives should travel to site alone using their own transport. Sites to make parking arrangements for additional cars and bicycles. Providing hand-cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitiser if water is not available. https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ Travel around sites should be completed in separate vehicles. For additional information refer to ISS 11 031 Working for UKPN Services during COVID -19 Pandemic. 	E	1	10

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		Work Environment New additional risks relating to COVID-19 that may be present in the work site.	E	3	21	<ul style="list-style-type: none"> On arrival at site and before commencing any work, an On Site (Point Of Work) Assessment form HSS 01 062a will be completed. ISS 01 031a Working during COVID – 19 POWA will also need to be completed. For additional information refer to ISS 11 031 Working for UKPN Services during COVID -19 Pandemic. HSS 01 165 Works in Potential Pandemic & Infectious Disease Exposure Areas. HR 01 037 Infectious Disease Outbreak and Pandemic Influenza Business Continuity Plan. 	E	1	10

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	STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
			C	L	R		C	L	R
		Micro organism Contact with virus	E	3	21	<ul style="list-style-type: none"> • Additional disposable PPE is to be worn in line with A89: <ul style="list-style-type: none"> - FFP3 respirator / Face covering - Disposable coveralls - Disposable overshoes - Disposable gloves • 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. • Avoid unnecessary contact with members of the public and third parties maintain social distance – minimum of 2 metres. • Avoid touching your mouth, eyes, ears and nose. • Avoid eating and drinking. • Wash hands with soap and hot water for 20 seconds as soon as possible after removing disposable PPE. • Use hand-sanitiser if not possible to wash right away, sites with no wash facilities or on the way out. • Access to operational sites controlled to prevent access unless operational necessary. • Specialist deep clean to suspected UKPN Services infected sites carried out by contractor through UKPN Facilities. 	E	1	10

 <p>UK Power Networks Services The power to deliver a better future</p>	Generic Task Based Risk Assessment Rail Infrastructure Work - access, egress and work activities. Applicable to all rail infrastructures	Reference: ISA 12 v5.0
	For: UK Power Networks Services	Review Dates: 20/01/2022


	STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
			C	L	R		C	L	R
		Micro organism Virus present on tools and equipment	E	3	21	<ul style="list-style-type: none"> Only remove disposable PPE when work is complete and you have left the premises. Once removed, place in a double bag and zip-tie securely. For sites where we do have a hazardous waste bins, please make use of these. For those sites that do not have the bins they can use any of the depots listed A89 Safety Alert. 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 777or 020 3660 2010 to arrange collection from a UKPN Depot. Waste cannot be left at unoccupied sites, as a consignment note must be signed. Where "Hard Surface" PPE has been used for example Eye Protection, Composite Electrical Live Working Gloves or Wellington boots, the items shall be cleaned, using water and soap as soon as practicable. If soap and water are not available then a non-alcohol based sanitiser can be used. 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; if wipes not available, use towel dipped in soap and water solution ensuring instrument doesn't get excessively wet. Eye protection and 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. Electrical gloves must not be washed in temperatures over 65°C. 	E	1	10

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	STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
			C	L	R		C	L	R
		Not fit for work Developing symptoms	E	3	21	<ul style="list-style-type: none"> Avoid touching anything. 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. Notify people you have been working with, follow self-isolation government guidelines. Do not return to work until the period of self-isolation has been completed and combined symptoms have abated. For additional information refer to ISS 11 031 Working for UKPN Services during COVID-19 Pandemic. 	E	1	10

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	STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
			C	L	R		C	L	R
		Restricted space (access/egress) Site access points	E	3	21	<ul style="list-style-type: none"> • Stop all non-essential visitors • Introduce staggered start and finish times to reduce congestion and contact at all times. • 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. • Remove or disable entry systems that require skin contact e.g. fingerprint scanners. • Require all workers to wash or clean their hands before entering or leaving the site. • Allow plenty of space (two metres) between people waiting to enter site. • 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. • Manage site inductions to prevent unnecessary contact with others. • Drivers should remain in their vehicles if the load will allow it and must wash or clean their hands before unloading goods and materials. • Comply with any additional client instructions, constraints and requirements. • For additional information refer to ISS 11 031 Working for UKPN Services during COVID -19 Pandemic. 	E	1	10

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	STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
			C	L	R		C	L	R
	Maintaining a clean working environment	Housekeeping Poor site / office hygiene	E	4	23	<ul style="list-style-type: none"> Enhanced cleaning procedures should be in place across the site, particularly in communal areas and at touch points. All cleaning products used should be stores approved products. 	E	1	10
		Housekeeping Poor personal hygiene	E	3	21	<ul style="list-style-type: none"> Refer to hand washing guidance. https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ Provide additional hand washing facilities to the usual welfare facilities if a large spread out site or significant numbers of personnel on site. Ensure soap and fresh water is readily available and kept topped up at all times. Provide hand sanitiser where hand washing facilities are unavailable. Regularly clean the hand washing facilities and check soap and sanitiser levels. Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal. 	E	1	10

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STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
		C	L	R		C	L	R
	Behaviour Close working with others including other contractors working in the same area	E	3	21	Social Distancing <ul style="list-style-type: none"> 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 Agency. https://www.gov.uk/guidance/ Control to be informed of individual's whereabouts and where they are planning on going next. We must aim to reduce the exposure to the risk by cutting down on exposure times as much as possible by reducing the amount of time working within 2 metres of another person. 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. 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. 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. Working parties reduced to the minimum amount required to carry out the task safely. Avoid vehicle sharing – one person per vehicle. Maintain social separation from members of the public and third parties. For additional information refer to ISS 11 031 Working for UKPN Services during COVID-19 Pandemic. 			

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	STEPS	HAZARDS	Unmitigated			CONTROL MEASURES	Mitigated		
			C	L	R		C	L	R
Produced by: UKPN Services TRMT	Signature: Lisa Sandle	Date: 20/01/2021	Approved by: Andy Woodhill			Signature:	Date: v5.0 20/01/2021		
C – Consequence L– Likelihood R – Risk									

TRMT/SAT Attendees	Reason for Review	Actions Required	Details of changes
Lisa Sandle Kath Rainbow Lee Ramsay Andy Woodhill	Periodic review		Update to COVID section in line with revised government advice and yearly review. Additional rail client requirements added