

# Risk Assessment 2- Covid-19- Bristol Production



<b>Location</b> Bart Ingredients York Road Bedminster Bristol BS3 4AD	<b>Date</b> 20 <sup>th</sup> May 2020
<b>Assessor</b> Simon English – Envesca Limited	
<b>Hazard</b> <b>Covid-19 - Production</b>	
<b>How harm can occur</b> <ul style="list-style-type: none"> <li>Direct or indirect contact with Coronavirus</li> </ul>	
<b>Persons at Risk</b> <ul style="list-style-type: none"> <li>Employees</li> <li>Visitors</li> <li>Contractors</li> </ul>	

## Risk Evaluation

Please refer to this chart when reviewing your risk assessment.

### Hazards

- A Death/major injury/major damage/loss of equipment of property
- B Over 3 day injury
- C Minor injury/minor damage to equipment or property

### Risk

- 1 Extremely likely
- 2 Frequent/often/likely to occur
- 3 Slight chance of occurring

	1	2	3
A			
B			
C			

- A1 Unacceptable, must receive immediate attention to remove or reduce the risk
- A2 Urgent, must receive attention as soon as possible to reduce hazard or risk
- B1
- A3 Must receive attention to check if hazard or risk can be reduced
- C1 and those systems are satisfactory.
- B2 Should receive attention to check if hazard or risk can be reduced and that procedures are satisfactory.
- B3 Low priority
- C2
- C3

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## Risk Factors

<b>Risk factor before controls are in place</b> Extremely <input checked="" type="checkbox"/> Frequent <input type="checkbox"/> Slight <input type="checkbox"/>	<b>Risk score</b> <b>A1</b>
<b>Control measures in place</b> <p>A one way system has been implemented at crush points to reduce cross over and Improve social distancing.</p> <p><b>General production staff</b></p> <ul style="list-style-type: none"><li>• The usual high standard of personal hygiene as expected in a high risk food environment is in place.</li><li>• All staff had received food safety training with Covid-19 controls, at the end of March.</li><li>• A risk assessment for high risk employees has been produced. This has highlighted: 6 x employees who are on furlough.</li><li>• More time has been given to employees to sign in, and have temperatures taken. This will encourage social distancing .One employee at a time in reception.</li><li>• Staggered breaks are taken and organised by the line leaders.</li><li>• Additional space has been provided to take breaks.</li><li>• Social distancing is monitored by line leaders and management during breaks.</li><li>• Additional hand sanitiser is available throughout the site.</li><li>• Staff are asked if they have symptoms or contact, on arrival to the site.</li><li>• Health forms have been reviewed, including return to work, holiday, new starter and visitor.</li><li>• Staff numbers are as follows: 60 am 40 pm 20 nights 5 admin/ management.</li><li>• 5 x mental health/wellbeing officers are available.</li><li>• Face shields are now on site. These will be provided to QA who are taking temperatures. These will be available to goods in team when addressing drivers in the cabs.</li><li>• Any emergency procedures will be dealt with as per a dynamic risk assessment taken at the time.</li><li>• Any risk to life emergency (first aid, fire) will be dealt with, hand washing and sanitising after the event, as per government instruction.</li></ul> <p><b>Production</b></p> <ul style="list-style-type: none"><li>• Social distancing is practiced at the hand wash and PPE stations. Middle sinks in the bank of 3 sinks have been placed out of use.</li><li>• The production area has been set up as one user/operator for each operation as far as reasonably practicable.</li><li>• New lines are set up to observe social distancing and avoiding face to face working. Masks and gloves are available for use. This is overseen by line leaders and production managers.</li><li>• Staff were seen practicing hand washing, social distancing, and no crossover of staff during production.</li><li>• Management of the production area in regard to covid-19 controls are good. Usual high standard of hand washing is in place.</li><li>• Staggered breaks are taken. Lines are stopped so that the team on a line are not mixing with other teams during breaks.</li><li>• Constant cleaning has been put into place as per a high risk food production facility. Further attention should be paid to hand rails and machine controls. Table and benches sanitised minimum 3 times per shift.</li></ul>	

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- PPE is cleaned, changed and used throughout the shift.
- Areas seen today were:  
Plant 1  
Plant 2  
Plant 3
- Separate tables and lines are in use to encourage social distancing and to remove face to face working.
- On-site maintenance and engineering is under taken by a 1 operator. On the rare occasion that they are required to work in an enclosed space, or to 2 man lift, face masks are used.
- Chemicals in use are provided by Holchem, part of the Ecolab group:  
Dri san wipes, foam hand sanitiser, gel sanitiser, and sani wipes are used.
- Masks and gloves in plentiful supply at the time of inspection.
- Production offices warehouse and general production areas are well ventilated.

### Additional control measures required as of 3<sup>rd</sup> September 2020

- Sanitisers and wipes are required for the desks keyboard, mouse and printers.
- Line 8 – masks are recommended due to close working practices.
- Line 9 – masks are to be worn, these must be worn correctly at all times.
- 2 metre social distancing gap is to be maintained in the warehouse.
- Goods-in bell needs to be cleaned on an hourly basis.
- Additional 2 metre markings to be put on walls to illustrate a 2 metre gap and to be highlighted on the Covid-19 toolbox talks.
- Please reinforce importance of controls on social distancing at the next toolbox talk.

### The staff room

- Additional space has been provided for taking breaks.
- Staggered breaks are in place to reduce to number of staff in the area at any time.
- Additional hand sanitiser along with sanitiser wipes are provided.

<b>Assessor</b>  <b>Name:</b> Simon English  <b>Date:</b> 3 <sup>rd</sup> September 2020	<b>Approved by and verification actions completed</b>  <b>Name:</b>  <b>Position:</b>  <b>Signature:</b> _____ <b>Date:</b> _____	
<b>Residual risk factor after measures taken</b>  Extremely <input type="checkbox"/> Frequent <input type="checkbox"/> Slight <input checked="" type="checkbox"/>	<b>Risk Score</b> <b>A3</b>	<b>To be reviewed daily</b>