

Covid 19 – White Horse Surveyors Risk assessment

Company name: White Horse Surveyors

Date of risk assessment: 12th May 2020

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done
Transmission of Covid 19	<ul style="list-style-type: none"> Surveyor and anyone they come in contact with Resident and anyone they come in contact with. Particularly Vulnerable Individuals. 	<ul style="list-style-type: none"> Surveyors showing symptoms will not attend a survey for a period of 14 days after symptoms end. Good hygiene. Avoidance of residents where possible. 	<ul style="list-style-type: none"> Greater information gathering on the status of residents in relation to Covid 19 and briefing of our safety arrangements/requirements at booking stage. See separate process. Publicise our safety plans and requirements, including the website and issue during booking to client and any residents. Admin team to continue to work from home until further notice. On arrival Surveyor to ask if anyone is showing Covid 19 symptoms in the house and if so not enter and reschedule the survey. Wash hands (or use appropriate hand sanitiser), on arrival, during and on departure before entering their vehicles. In addition wear disposable gloves. Surveyors will wear face coverings for the protection of residents. No physical contact including hand shaking. Maintain a 2m distance from any residents or pets. Residents to have opened all doors (including any garage or outbuilding and loft hatches) and turned on all lights and opened curtains, blinds and windows to minimize the need for contact with hard surfaces. Only touch those surfaces absolutely necessary. Avoid touching face. Catch coughs and sneezes in single use tissues and then use hand sanitiser immediately. Any residents in the property should ideally vacate the property or if unable to do so wait in the living room, during survey. If this is not possible follow the instruction of the Surveyor on where they should stay and when/where they should move. Surveyors will aim to conduct the inspection in the following order: <ul style="list-style-type: none"> Outside front, Outside rear, Sides/outbuildings/garages, Inside loft, Upstairs, Downstairs hall, kitchen, ground floor WC (if present) And lastly, the living room Surveyor to communicate clearly to residents on where they will be in a property and when it is safe for the residents to move rooms. If the Surveyor at any time feels unsafe they should leave the property immediately. Surveyors should use their professional expertise and common sense. Surveyors should ideally avoid using bathroom facilities but where necessary hands should be washed and then hand gel applied on leaving the bathroom as there will be a need to touch towels, door handles etc. 	All	Immediately	Yes

You should review your risk assessment if you think it might no longer be valid (e.g. following an accident in the workplace or if there are any significant changes to hazards, such as new work equipment or work activities)

For information specific to your industry please go to <http://www.hse.gov.uk>.

For further information and to view our example risk assessments go to <http://www.hse.gov.uk/risk/casestudies/>

Combined risk assessment and policy template published by the Health and Safety Executive 08/14