

COVID-19 RISK ASSESSMENT

Completed: May 2020	Business Doc Ref No. SP/C-19/02 - Issue 1	Issue Date: May 2020 Review Date: May 2021
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ScottishPower Field Operatives – Working in Other People’s Homes (Critical/Emergency Work Activity)

Approved By:	<ul style="list-style-type: none"> ScottishPower Energy Retail Limited (SPERL). SP Energy Networks (SPEN). ScottishPower Health & Safety Department. 	Safety Critical Requirements:
References	<ul style="list-style-type: none"> UK Government “Working Safely during COVID-19 in other people’s home” ScottishPower Business Department Task/Role Specific Risk Assessments & Method Statements. 	<ol style="list-style-type: none"> 1. Correct training and authorisations held for work being undertaken. 2. Observance of any medical restrictions to work. 3. Understanding of the controls measures identified in the ‘Trade’ Activity Risk Assessment (ARC).

Task Overview

Task: Undertaking Critical/Essential work activity on electrical / gas metering equipment, and associated pipework and supply equipment.

Location where applied : Customer’s Premises.

Key Specific Requisites.

- No ScottishPower Operative is permitted to undertake any work activity if they, or anyone within their household, are showing any of the symptoms of COVID-19.
- ScottishPower shall, in each case, determine the category of the Customer’s condition (Critical Vulnerable / Covid-19 Positive...) and authorise the appropriate level of work activity and control measures, based on this information.

Critical/Essential Work – Household COVID-19 Negative (No Symptoms).

Activity/Task	Hazards	Consequences	Control Measures	Rating H,M,L
Pre-entry.	COVID-19 Virus Transmission.	<ul style="list-style-type: none"> Infection of employee.. 	<ul style="list-style-type: none"> Operatives will wear the appropriate PPE from the point of exiting the vehicle and at the point of doorstep contact. Operatives will maintain a 2 metre Social Distance from the customer at all times. 	L
All tasks associated with Metering and Energy Supply Equipment.	COVID-19 Virus Transmission.	<ul style="list-style-type: none"> Infection of employee. 	<ul style="list-style-type: none"> Operatives will wear appropriate PPE for the work task and household condition. Operatives will establish and maintain a 2 metre Social Distance and where practicable also establish segregation from all occupants. Operatives will wipe down work area surfaces and door handles with cleaning wipes prior to and after work has been completed. Operatives will bag and remove all work related waste from site. Upon return to the company vehicle, the operative will remove all disposable PPE and double bag with other waste removed from site. Operatives will clean hands with soap and water or alcohol-based gel and wipes. 	L

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Critical/Essential Work – Household COVID-19 Positive, Suspected Positive or Shielding.

Activity/Task	Hazards	Consequences	Control Measures	Rating H,M,L
Pre-entry.	COVID-19 Virus Transmission.	<ul style="list-style-type: none"> Infection of employee. 	<ul style="list-style-type: none"> Operatives will wear, Nitrile Gloves, Eye Protection and Flame Retardant Disposable Coveralls from the point of exiting the vehicle and Full-Face Visor and Over Shoes at the doorstep. Operatives will establish a 2 metre Social Distance from the customer. Operative will delay entry into the house for 10 minutes after requesting occupants' segregation from work area. 	L
All tasks associated with Metering and Energy Supply Equipment.	COVID-19 Virus Transmission.	<ul style="list-style-type: none"> Infection of employee. 	<ul style="list-style-type: none"> Operatives will wear appropriate PPE: <ul style="list-style-type: none"> Nitrile gloves (except during electrical work activity where task specific work gloves will be worn). Full-Face Visor (at all times). Disposable Flame Retardant Coveralls. Disposable Over Shoes. Operatives will establish and maintain a 2 metre Social Distance and where practicable also establish segregation from all occupants. Operatives will wipe down work area surfaces and door handles with cleaning wipes prior to and after work has been completed. Operatives will bag and remove all work related waste from site. Upon return to the company vehicle, the operative will remove all disposable PPE and double bag with other waste removed from site. Operatives will clean hands with soap and water or alcohol-based gel and wipes. 	L

Associated Work

Activity/Task	Hazard	Consequences	Control Measures	Rating H,M,L
Travelling in Company Vehicle.	COVID-19 Virus Contact.	<ul style="list-style-type: none"> Virus contamination within the vehicle. Infection of employee. 	<ul style="list-style-type: none"> Where possible, only one operative is permitted to travel in a company vehicle at the same time. Operative to follow process of cleaning the cockpit of the vehicle prior to and after use. 	L
Disposal of Waste.	COVID-19 Virus Contact.	<ul style="list-style-type: none"> Transmission of the virus to employee, customers and the general public. 	<ul style="list-style-type: none"> Operatives will double bag and seal all waste (including disposable PPE). Operatives will mark the outer bag with the date and time of sealing.. Waste bags will be held in the vehicle or other safe place for 72 hours prior to final disposal. 	L