



Persimmon

Health, Safety
& Environment
Department

COVID-19 RISK ASSESSMENT



Persimmon

Together, we make a home.

OFFICIAL PARTNER

MANDATORY CHANGES

The safety of our workforce and our customers is paramount to Persimmon and in response to the COVID-19 pandemic, we have introduced mandatory changes to the way we are asking everyone to work.

Following a detailed risk assessment process, comprehensive COVID-19 policies and procedures have been implemented across all areas of our business. This includes all our sites, sales offices, regional offices and manufacturing operations.

These policies and procedures have been prepared in line with all relevant guidance; including the *Construction Leadership Council Safe Operating Procedures*, *HBF Coronavirus Sales and Marketing Operating Procedures* and *HM Government Working Safely During COVID-19* and *Construction Scotland Working On Site During The COVID-19 Pandemic: Construction Guidance*.

We have introduced a COVID-19 Passport to Work system and COVID-19 Safe Operating Procedures to ensure everyone works safely.

All our workers have been told to stay at home and follow the latest self-isolation measures if they, or a member of their household, displays symptoms consistent with the COVID-19 illness.

They have also been instructed to go home immediately, practicing good hygiene, if they start presenting symptoms whilst at work. All workplaces must follow the prescribed procedure for cleaning after a known or suspected case of COVID-19 has been reported.



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DESCRIPTION OF TASK:

This document is a generic risk assessment for all Persimmon Group work activities during the coronavirus (COVID-19) pandemic. This is a generic risk assessment and as such may not cover all possible risks. These will be identified and appropriate risk reduction control measures put in place via workplace specific risk assessments, as required by our Persimmon Group COVID-19 policy.

DESCRIPTION OF TASK:

COVID-19 Risk Assessment (Version 13)

ISSUE DATE:

14th January 2022

ISSUE BY:

Abigail Bainbridge – Group HS&E Director

SCHEDULED REVIEW DATE:

As required

THOSE WHO MAY BE AFFECTED AND HOW:

Employees, Contractors, Official Visitors and General Public from contact with COVID-19 infected persons and/ or surfaces. Transmission could result in possible infection, mild, moderate or serious illness and potential death through respiratory failure and/ or associated complications.

HAZARD	RISK	INITIAL RISK	RISK REDUCTION/CONTROL MEASURES	RESIDUAL RISK	RISK REDUCTION / CONTROL MEASURES IMPLEMENTED BY
<p>Contracting coronavirus (COVID-19) during work activities.</p>	<ul style="list-style-type: none"> Contact with persons who may be infected with the COVID-19 virus. Contact with surfaces that may be infected with the COVID-19 virus. Employee wellbeing affected because of the change in working practices as a result of the coronavirus (COVID-19) pandemic 	<p>HIGH</p>	<p>Communication to the workforce:</p> <ul style="list-style-type: none"> That everyone has a duty to protect themselves and others by inhibiting the spread of the COVID-19 virus. Everyone needs to follow the well-published and communicated advice from the Government and Public Health England/ Scotland/ Wales. Anyone who develops symptoms of the COVID-19 virus whilst at work must return home immediately, and avoid touching anything. They should also cough or sneeze into a tissue and put it in a bin, and if no tissues are available, they should cough and sneeze into the crook of their elbow. Everyone must follow the Government stay at home guidance where they or someone they have had close contact with tests positive for COVID-19. Anyone who does not follow the Government stay home guidance is committing a criminal offence and could be fined. Persimmon employees could also face disciplinary action for misconduct and contractors could be permanently removed from working on our sites. 	<p>MEDIUM</p>	<ul style="list-style-type: none"> Main Board (engagement and support). Group Senior Management. Group Health, Safety & Environment Department. Group Training Department. Area Management. Site Management. Workforce.

HAZARD	RISK	INITIAL RISK	RISK REDUCTION/CONTROL MEASURES	RESIDUAL RISK	RISK REDUCTION / CONTROL MEASURES IMPLEMENTED BY
		HIGH	<ul style="list-style-type: none"> ○ Anyone who is in the clinically vulnerable, extremely clinically vulnerable or higher risk category, or lives with a person who falls within these groups should be stringently following Government guidance. Line managers told they must consider the working arrangements of these groups and support them to follow the Government guidance. Where appropriate a personal risk assessment to be completed. ○ When and how to get tested for the COVID-19 virus if presenting symptoms of the virus/ member of household presenting symptoms. In addition, what to do if had contact with someone with symptoms of the virus. ○ The requirement for all visitors to follow the Persimmon COVID-19 Code of Conduct for Visitors. ○ What to do in relation to worker area segregation and cleaning after a known or suspected case COVID-19 in the workplace. ○ Early outbreak management procedure. ○ What to do if in relation to accidents, security and incidents during the coronavirus (COVID-19) pandemic. ○ Guidance on work- related travel, to include travel to and from the workplace, those that travel together and operatives that travel together in work vehicles. ○ Non-compliance with the Persimmon Group COVID-19 procedures, and local workplace rules could result in employees of the Persimmon Group being subject to disciplinary action and workers being prohibited from working at any Persimmon workplace. <p>Government specific guidance, recognising the difference in approaches between England, Wales and Scotland.</p> <p>Strict enforcement of workplace specific risk reduction control measures .Workplace specific risk assessments and guidance recognising areas of high infection. It these areas additional COVID enforcement measures will be provided if applicable.</p>	MEDIUM	

HAZARD	RISK	INITIAL RISK	RISK REDUCTION/CONTROL MEASURES	RESIDUAL RISK	RISK REDUCTION / CONTROL MEASURES IMPLEMENTED BY
		HIGH	<p>A guide to home working issued to all employees to give advice and guidance on:</p> <ul style="list-style-type: none"> ✓ Getting ready to work at home. ✓ Setting up homeworking space. ✓ Working in a safe environment. ✓ Setting up workstation. ✓ Keeping data secure at home. ✓ Staying cyber secure at home. ✓ Taking a break to relax, refresh and recharge. ✓ Setting boundaries, with family matters. ✓ Staying active, getting out and about. ✓ Staying connected, it's good to talk. ✓ Keep learning, developing skills. ✓ Getting support, reaching out for help if needed. ✓ Supporting others, reaching out to colleagues. ✓ Remembering it is not forever, normal services will resume. ✓ Seeking support from professional services if needed. <p>A guide to mental health support.</p> <p>Workforce, customers and members of the public encouraged to report safety concerns to Area Management and/ or the Group Health, Safety & Environment Department. A dedicated Persimmon Safety Concerns Line number and email address is prominently displayed across all workplaces, on external site hoardings and on the Persimmon website. Anyone can report his or her concerns anonymously via this route. Any concerns will be investigated by the Health, Safety and Environment Department and appropriate action taken.</p> <p>Engagement with the workforce on COVID-19 related issues through local meetings with the Group Health, Safety & Environment Department and meetings with the Employee Engagement Panel.</p> <p>COVID-19 awareness training/ TBTs and posters/ signage across our workplaces to continually remind the workforce of COVID-19 polices, procedures and office/ site rules.</p>	MEDIUM	

RISK ASSESSMENT - COVID-19

INFORMATION, INSTRUCTION AND TRAINING

This is via:

- Persimmon Group COVID-19 policy.
- Role specific COVID-19 Safe Operating Procedures, which all employees and contractors must confirm acceptance they will follow.
- Signage and posters across workplaces.
- Persimmon Group Health, Safety & Environment Department.
- Persimmon Group Training Department.
- Area Management and Site Management.
- Employee Engagement Panel.

MONITORING AND SUPERVISION

This is via:

- COVID-19 Passport to Work System.
- COVID-19 Safe Operating Procedures acknowledgement.
- COVID-19 Assessments.
- COVID-19 Operative Non-Compliance Notices.
- COVID-19 Inspectors.
- Persimmon Group Health, Safety & Environment Department.
- Area Management and Site Management.

The following matrix should be used to assess both initial and residual risk.

LIKELIHOOD OF HARM OCCURRING

		Highly likely	Possible	Unlikely
SEVERITY OF HARM	Fatal or Major Illness	High	High	Medium
	Illness Resulting in Lost Time	High	Medium	Low
	Minor Illness	Medium	Low	Low

NB Residual Risk

- If the Residual Risk category is **LOW**, then the assessment is complete.
- If the Residual Risk is **MEDIUM** then additional control measures may need to be considered.
- If the Residual Risk remains **HIGH**, work **MUST NOT** proceed and the risks arising out of the hazards reassessed to identify further risk reduction measures.

N.B: the residual risk is assessed as **MEDIUM** and additional control measures have been considered. However, as the virus is prevalent in the community and not created by occupational exposure then the residual risk cannot be reduced by any further reasonably practicably measures by the Persimmon Group.