

Removals Activities Under COVID-19 Conditions

Company					Depot				
GB Liners					GB Liners Self Store Brighton				
Activity					R/A NO:				
Customers at Self Store during COVID 19					CV01				
Hazard	Potential 3(high) 2(med) 1(low)	Likelihood 3(high) 2(med) 1(low)	Risk Score H/M/L	Persons at risk	Controls	Further action required	By Whom	By When	Date completed
Spread and infection of Covid-19	3	1	M	Customers & Staff	<p>Customers attend by appointment only to maintain social distancing.</p> <p>Limit entry to one customer at a time with a maximum of 2 people allowed on site if part of the same household group at a time.</p> <p>All possible paperwork to be completed electronically prior to arrival. Any paperwork that cannot be done electronically to be posted through the letter box by customer.</p>	<p>Entrance gate is opened by appointment only</p> <p>Lock office & Warehouse doors and tell customers to ring on arrival. Customers will be briefed with the safe system of work.</p>			

Spread and infection of Covid-19	3	1	M	Customers and staff	<p>GB Liners Staff to sign customers in new visitors book that includes a cleaning log.</p> <p>Surfaces cleaned and documented after each visit in new visitors book</p>	<p>Sanitizer by entrance and nitrile gloves provided by GB Liners</p> <p>Rails/Stairs/Trolleys all to be cleaned using disposable paper towels, alcohol wipes and virucidal cleaner.</p>			
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Risk assessment carried out by	<u>Tom Hare</u>
Date	<u>14th May 2020</u>
Review Date	<u>14th June 2020</u>
<u>Notes</u>	