

COVID-19 Risk Assessment (UK & Ireland)

Date: from 2nd August 2021 onwards

WHO: COVID-19

Coronavirus disease (COVID-19) is an infectious disease caused by a coronavirus. The COVID-19 virus spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes, so it's important that you also practice respiratory etiquette (for example, by coughing into a flexed elbow).

<https://www.who.int/health-topics/coronavirus>

COVID-19 is a workplace hazard, UCB manage it as other workplace hazards.

SCOPE

This risk assessment covers UCB operations across the entire UK i.e. Slough Campus (208, 216 & Ajax), Windlesham (Project Apple) and Home-based employees.

HAZARDS

Transmission of Covid-19 coronavirus within the workplace (person to person, or surface to person).

WHO MAY BE HARMED?

- UCB employees and Resident contractors (e.g. facilities, IT teams etc)
- Visiting contractors e.g. site engineers or laboratory equipment maintenance
- Remote and travelling employees on other premises or carriers
- Visitors
- Vulnerable persons of all the above

ESTABLISHED MITIGATION

Based on GOV guidance <https://www.gov.uk/guidance/working-safely-during-covid-19/offices-factories-and-labs#offices-7-2>

Access	Health & Hygiene	Social Distancing & Density	Awareness, Instruction & Communication
UCB Premises UCB is operating a Hybrid Model where employees can work both at home and on the premises.	Symptoms Do not leave home/ go to work or UCB premises if you or a member of your household with COVID-19 symptoms. Follow NHS testing regime to establish COVID-19	Social Distancing The need to remain distanced has been formally removed from 2 nd August	Procedural: Infection Control COVID standard COVID Decision Tree & Case Response Repeat posters across the UK premises as a reminder of current status.
Vulnerable workers – NHS link Managers with vulnerable employees should be referred to Occ Health for a clinical review.	Hygiene Persons to continue to wash/ sanitise hands across the UK premises.	Density: UCB Premises Specific occupancy limits for all rooms and laboratories have been removed. Hybrid Model: reducing overall density	UKIM Management Team Governance team overseeing activities, risk and ensure communications to UK & Ireland employees
Third Parties on UCB Premises Resident Contractors follow UCB Working Principles on the UK website Face coverings required as directed through on-site posters Organisations operating on UCB premises expected to share their COVID assessments and arrangements with UCB	Site Cleaning Cleaning of shared spaces, desks and laboratories is established as a norm – especially common touch points and washrooms. Responsive 'deep-cleaning' can be requested by managers to FM team	Meetings: UCB Premises Meeting rooms do not have strict occupancy limits and return to their previous 'natural' occupancies. Instructions of not over-crowding rooms will be retained and mask wearing encouraged where additional seating/ persons are required in the space.	
Visitors to UCB Premises From 2 nd August UCB is open to visitors Face coverings required as directed through on-site posters	Workstations Colleagues are expected to clean their workstations. Cleaning stations located in all offices and meeting rooms Perspex screens remain on building receptions.	Face Coverings Face coverings required as directed through on-site posters on UK Premises	
Away from UCB UK Premises UCB employees are required to follow 'COVID Secure' requirements of the premises and/ or carriers (this may mean COVID passports in use by those organisations)	Washrooms Increased hygiene measures established in communal showers for commuters. Occupancy monitoring in washrooms		
	First aiders: PPE deployed. Use of bag mask with viral filters for rescue breaths and CPR.		
	Catering: (Slough) Touch points reduced to a minimum and Perspex screens at till points. Contactless payment only and dining tables spaced out		