


# RISK ASSESSMENT


# FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 08.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Well Fare Facilities	Employees Contractors Visitors General Public
Regular Review	Signature: 			
Last review 01.03.22 see notes				

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Welfare facilities contain suitable levels of soap and hand sanitiser  Employees to wash their hands with soap regularly for 20 Seconds  Daily cleaning in place for all areas.  Signs in place to show washing	Increase the cleaning frequency within the communal areas. The canteen, toilets, door handles and handrails.  Cleaning Rota to be handed in on a weekly basis	A.Clewes	28.05.20	4	2	8	M

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 08.05.20	Name: Laurence Barnes Signature: 	R.H. , W.S. All Managers All Staff	Canteen	Employees Contractors Visitors General Public

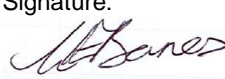
Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Signs in place to show 2 m distancing in these areas.	Block off some seats to keep a 2 m distance.	L. Barnes	26.05.20	4	2	8	M
Social Distancing Needs looking at very tight space						Hand wash facilities in place with soap and sanitiser. Posters displaying correct hand washing and hygiene etiquette.	Consider the no of people in this area at any given time – Stagger the breaks of different teams. Open the development kitchen for staff to consume food at a safe distance. Wellair Purifier in place to circulate clean air.	A. Clewes L. Barnes A. Clewes	01.06.20 26.05.20 12.05.21				

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

# RISK ASSESSMENT

# FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 08.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Entry and Exit	Employees Contractors Visitors General Public
	Signature: 			


Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	RR	RR					S	P	RR	RR
Catching Spreading  Entering and exiting through the same door.	A - All	4	4	16	H	Freshview still advises all to keep 1 m + apart.  Hand sanitiser dispensers at all entry and exit points.  Staff to wash hands after entry into the building as part of work procedure.	One way system in place for staff entry through the canteen to the clock machine then down the stairs to exit via the warehouse.	A. Clewes	20.06.20	4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

# RISK ASSESSMENT

# FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes Signature: 	R.H. , W.S. All Managers All Staff	Wholesale Counter	Employees Contractors Visitors General Public

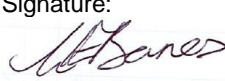
Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	<p>Signs in place to show 2 m distancing on the floor and at eye level</p> <p>Sanitiser dispenser in place for visitors to use prior to entry.</p> <p>Protective screens are in place on the counter to protect staff.</p> <p>One-way system in place so customers leave via a different door. Channel has been coned off to enable.</p>	<p>Regular cleaning of the Orange wholesale trolley handles.</p> <p>Cleaning schedule in place to be filled in daily.</p> <p>All personnel are strongly advised to wear an appropriate face mask. Signage to place to inform.</p>	<p>A. Clewes</p> <p>Management</p>	<p>28.05.20</p> <p>06.09.21</p>	4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

# RISK ASSESSMENT

# FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes Signature: 	R.H. , W.S. All Managers All Staff	Wholesale Counter	Employees Contractors Visitors General Public

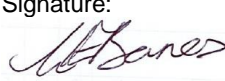
Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	PPE Supplied to Staff gloves when handling money..  Wholesale counter is regularly cleaned and sanitised.	Cleaning schedule to be filled in daily and returned weekly	A. Clewes	28.05.20	4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

# RISK ASSESSMENT

# FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes Signature: 	R.H. , W.S. All Managers All Staff	Main Warehouse / bulk fridge	Employees Contractors Visitors General Public


Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Social Distancing posters in place "2m"  Regular cleaning of fridge door handles in place	All staff are advised to wear appropriate masks in all areas.  Staff must wear masks now in all areas	Management  Management	06.09.21  30.11.21	4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

# RISK ASSESSMENT

# FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes  Signature: 	R.H. , W.S. All Managers All Staff	Main Warehouse	Employees Contractors Visitors General Public

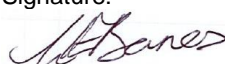
Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Mezzanine area is staff only now.  Regular cleaning of the banister in place.  Mezzanine has been signed to show 2m distancing.  Materials in place to allow staff to clean offices.				4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

# RISK ASSESSMENT

# FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes Signature: 	R.H. , W.S. All Managers All Staff	Main Warehouse	Employees Contractors Visitors General Public

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

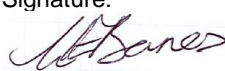
Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Mezzanine trolleys are cleaned at end of shift.				4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			



# RISK ASSESSMENT

# FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes Signature: 	R.H. , W.S. All Managers All Staff	Splits Fridge / Dispatch Fridge	Employees Contractors Visitors General Public


Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	One way system in place.  Signs on the floor and the racking reminding all to keep 2 metres.  Picking trolleys and flower trolleys cleaned after shifts.  Staff to wear masks where 2m distancing not able.	Staff are strongly advised to wear masks when on site.	Management 06.09.21		4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

# RISK ASSESSMENT

# FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes Signature: 	R.H. , W.S. All Managers All Staff	Drivers using Transport externally	Employees General Public


Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Drivers to wear mask and when making a delivery. Sanitiser is available in every van and is used before and after each drop. Drivers are assigned to the same van where possible. Drivers have a daily van cleaning schedule to complete daily especially internally.  Drivers return to site sanitise and wash hands as per entry procedure.				4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

# RISK ASSESSMENT

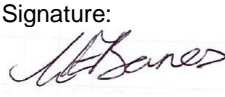
# FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes Signature: 	R.H. , W.S. All Managers All Staff	Drivers and Vans & Delivery to sites	Employees General Public

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	<p>Signs in place in the transport office to inform the drivers regarding the use of PPE.</p> <p>Drivers trained in the safe delivery of goods to customers and to adhere to their on-site H&amp;S requirements.</p> <p>Drivers to sanitise their vans following shift. All touch points in the cab.</p>				4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 - 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U - Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes Signature: 	R.H. , W.S. All Managers All Staff	Transport Office	Employees General Public

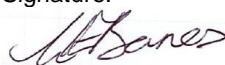
Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading  Small office space usually 2 persons work there.	A - All	4	4	16	H	persons only allowed in the transport office. Due to social distancing.  Drivers to debrief through the window.to keep distancing	Remove chairs and close off desks in the office  Clip boards to be sanitised daily when returned by drivers.  Wellair Purifier in place to circulate clean air.	K Knapper  K.Knapper  A Clewes	12.05.20  24.08.20  12.05.21	4	2	8	M

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

# RISK ASSESSMENT

# FRESHVIEW FOODS

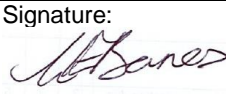
Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes Signature: 	R.H. , W.S. All Managers All Staff	Buyers Office	Employees General Public

Scope of Risk Assessment		Key Activities				Inclusive Dates							
Coronavirus (Covid-19)						On going – As per Government guidance							
Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	RR	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Screens in place where staff are sitting opposite.  One member of staff working from home.  Limited staff currently working in this area and are not hot desking.	If more personnel come back into work re assessment required if more staff return.  Cleaning schedule in place  Extra cleaning in place as hot desking has been happening. Staff to clean work station before and after shift.  Wellair Purifier in place to circulate clean air.	L. Barnes  A. Clewes  A. Clewes  Management  A. Clewes	Ongoing  28.05.20  15.07.20  15.12.20  12.05.21	4	2	8	M

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			


# RISK ASSESSMENT

# FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes Signature: 	R.H. , W.S. All Managers All Staff	Accounts Office	Employees
Scope of Risk Assessment Coronavirus (Covid-19)	Key Activities	Inclusive Dates On going – As per Government guidance		

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	RR	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Signs in place to show social distancing and to knock before entry  Office space is cleaned daily.  Only certain personnel are using this area  Staff are not sitting across from each other to work 2 m apart.  Signs in place masks to be worn when entering.	Reduce the number of people working in this area – 1 per office to keep 1 m physical distance  Currently 3 people working in an enclosed space	A. Clewes  A. Clewes	03.07.20  03.07.20	4	2	8	M


At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT				FRESHVIEW FOODS			
Freshview Foods	Assessor	Distribution	Location	Effects			
Date Assessed: 09.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Sales Office	Employees			
	Signature: 						

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading  People will be sitting across from each other  Hard not to go near anyone on entry or exit	A - All	4	4	16	H	Signs in place to show social distancing and to knock before entry  Office space is cleaned daily.  Only certain personnel are using this area currently limited to 4 maximum.  Office has been spaced out to aid distancing.	Wellair Purifier in place to circulate clean air.  Office is now not limited to 4 as staff return to work in this space.	A. Clewes  L. Barnes	12.05.21  15.02.22	4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 10.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Smoking Area	Employees
	Signature: 			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

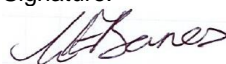
Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		<b>S</b>	<b>P</b>	<b>R</b> <b>R</b>	<b>RR</b>					<b>S</b>	<b>P</b>	<b>RR</b>	<b>RR</b>
Catching Spreading	A - All	4	4	16	H	Signs stating 2 persons in this area.	Sign needs re – fixing as it has come loose.	Management	03.07.20	4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	<b>LOW</b>	<b>A - Acceptable</b>
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	<b>MEDIUM</b>	<b>M - More Analysis Required</b>
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	<b>HIGH</b>	<b>U – Unacceptable Risk</b>
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			



# RISK ASSESSMENT

# FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 10.05.20	Name: Laurence Barnes Signature: 	R.H. , W.S. All Managers All Staff	Prep Room	Employees


Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading  Staff working in proximity with others	A-All	4	4	16	H	Daily cleaning and sanitizing of areas. Changing room, office.  Staff wearing visors in areas where 1m social distancing cannot be conducted.  Staff in at staggered shifts to reduce the number of people in the area.  Staff to not work facing each other. Screen has been put in place on the inspection table to prevent this.	Screen has been moved to allow more people on the belt as distancing is not compulsory.	Management	01.03.22	4	1	4	

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

# RISK ASSESSMENT

# FRESVIEW FOODS

Date Assessed: 06.01.21	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Site	Employees
	Signature: 			


Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Increased risk of infection for vulnerable workers.	E - I	4	4	16	H	Staff to notify if they fall into any of categories. Shielding, self-isolating or symptoms of coronavirus.				4	2	8	M
Mental Health and well being affected through isolation	E	3	3	9	M	Staff are updated with information to keep them involved with information.  Well being Service is available through the company health insurance package. This has been communicated to staff.  Regular communication with staff to check all is ok for those working from home.				2	2	4	L

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
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# RISK ASSESSMENT

# FRESHVIEW FOODS

Date Assessed: 06.01.21	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Site	Employees
	Signature: 			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Musculoskeletal disorders using DSE at home.	E	3	3	9	M	Staff set information on how to use DSE safely at home.  Information to take regular breaks and how to set up the equipment properly.				2	2	4	L
Catching Spreading	A-All	4	4	16	H	Ventilation within the indoor areas of the business. Fresh Air system is in place for the first-floor offices/kitchen & canteen. Must be always on to circulate the air.				2	2	4	L
Catching Spreading	A-All	4	4	16	H	Masks to be always worn on site in the correct areas.	Managers to recommend that staff, visitors & contractors are wearing masks.	Management	From 27.01.22	2	2	4	L

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
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# RISK ASSESSMENT

# FRESHVIEW FOODS

Hazard Identified	At Risk	Risk Level <b>Before</b> Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		<b>S</b>	<b>P</b>	<b>R</b> <b>R</b>	<b>RR</b>					<b>S</b>	<b>P</b>	<b>RR</b>	<b>RR</b>
People showing Symptoms	A-All	4	4	16	H	Comply in line with government & NHS directives  Stay in isolation and get a PCR test.  Inform member of staff or management.				2	2	4	L

At Risk	Severity		Probability		Risk Rating		
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Review Dates

01.08.20 - Review all areas and update Prep Room Controls

24.07.20 – Face masks Mandatory for customers

24.08.20 – Review control measures and add new ones Transport Sanitising clipboards

10.09.20 – Review areas where social distancing is hard to observe now that more personnel are back on site. Add PPE as a precautionary

06.01.21 – Review all areas due to change in legislation ( Lock down 3) Amended Buyers office & Accounts office to show new further controls. Added Mental Health / DSE and Vulnerable Workers to the risk assessment.

12.05.21 - Review Assessment. Areas have been checked for ventilation. First floor spaces have fans and ducts bringing fresh air into the offices & canteen.

Wellisair Disinfectant Air Purifiers have been procured and installed into spaces where ventilation is limited.

19.07.21 Reviewed assessment with new government directives.

18.08.21 Reviewed assessment – changes in those who need to isolate. Double Jabbed staff now do not need to isolate if contact or live with persons with covid. PCR test advised.

06.09.21 Reviewed & updated Information on Social distancing and Mask Wearing to be advised and not mandatory. Remove screens in buyer’s office.

30.11.21 – Reviewed & updated information following the information on the Omicron variant. Mask Wearing is now mandatory in shops and enclosed public spaces. Freshview to bring back mandatory mask wearing across the site in line with guidance.

27.01.22 Reviewed Information – In line with Government Guidance mask wearing has as been relaxed, Freshview still strongly advise all to wear masks on site. Those with COVID-19 can end after 5 full days following LFD negative result day 5 & 6.

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15.02.22 Reviewed information updated sales office to remove the need for 4 minimum persons.

01.03.22 Reviewed information updates following changes in guidance. From 24 February, the UK Government has ended any remaining legal coronavirus restrictions in England. This includes removal of the requirements to self-isolate. Freshview to continue to follow guidance to continue to reduce covid transmission in the workplace. Prep screen is allowed to be removed as distancing is not compulsory.

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