

Ref No.:

Method Statement – Virus Protection COVID-19

Description of the Task/Activity:	Virus Protection COVID-19				
Project Name:	COVID-19 guidance	Project Ref:			
Site Address/ Location:	Work place – customers property	Start Date/Time:	5/5/20		
		Finish Date/Time:			
Personnel involved:	Name		Role/Trade		
	Field engineers		Plumbing		
			Gas		
Works Supervisor:	Gary Praid / Rich Porter	Role:	Line mgr.	Tel:	01924381788
Key Plant and Tools Required:	Normal PPE allocation stocked and available				
Key Materials Required:	Risk Assessment Disposable gloves Anti-bacterial gel mask				
Other Essential Equipment:	(ie: access platforms/winch/ladders etc) Smart Phone				
Specific Identified Residual Hazards: (or refer to the task specific risk assessment(s))	Exposure to transferable viruses				

**Specific Staff
Training
Requirements:**

(ie: Confined Spaces/Abrasive Wheels/Working at Height/Plant Operators etc)
















Keep up to date on government guidance using smart phone:

<https://www.gov.uk/government/topical-events/coronavirus-covid-19-uk-government-response>

Sequence of Operations:

(Specifying methods of working, tools, materials and equipment utilised)

1. Jobs issued will be phone screened prior to issuing to an engineer.
2. Engineers are now required to ask the question when you en-route; "is there anyone in the property who is self-isolating"
3. Do not attend a property if anyone is self-isolating.
4. Take a 2-step back approach once the customer doorbell has been rung
5. Conduct risk assessment:
 - a. Is there anyone at your property self-isolating as a precaution against the Coronavirus? (High risk)
 - b. Have you been exposed to someone who has COVID-19 infection in the last 14 days & feel ill effects? (High risk)
 - c. Do you have a new continuous cough and/or
 - d. Do you have a high temperature?
6. Do not enter the property if not safe to do so following risk assessment
7. If someone in the property has a persistent cough or fever, then you should leave the property
8. maintain a 7 ft or 2m distance from customers or other members of the public. Please ask your customer not to enter your work area and remain in another room.
9. Follow recognised government advice to prevent transmission (keep up to date using Smart phone) currently:
10. cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze. See [Catch it, Bin it, Kill it](#)
11. put used tissues in the bin straight away
12. wash your hands with soap and water often – use hand sanitiser gel if soap and water are not available. See [hand washing guidance](#)
13. try to avoid close contact with people who are unwell
14. clean and disinfect frequently touched objects and surfaces
15. do not touch your eyes, nose or mouth if your hands are not clean
16. Wash hands entering and leaving a property, ensure anti-bac gel is available
17. Do not allow the customer to handle/sign the PDA during until further notice
18. Ensure any gloves are disposed of straight after attending a property
19. Use anti-bac gel.

Temporary Supports and Props needed to facilitate the works:	(If none, state none.) None						
Method of Access and Egress to the work area:	(ie: Ladders/MEWPS/Scaffold/Trestles/Step Ladder etc)						
Fall Protection Measures: (Where work at height cannot be eliminated - consider both Personnel & Materials)	(ie: Guard Rails/Toe Boards/Brick Guards/Safety Harnesses/Exclusion Zones etc)						
Hazardous Substances: (Attach COSHH Assessments and MSDS)	(ie: Lubricants/Solvents/Flammable Materials/Refrigerants/Welding Gases etc)						
Applicable:	 Very Toxic	 Harmful/Irritant	 Corrosive	 Dangerous for the environment	 Oxidising	 Highly flammable	 Explosive
	Yes	Yes	No	Yes	No	No	No
SWL's:	(Detail any limits on the loadings applicable to temporary plant/equipment or fixed elements of the structure where the work is taking place.)						
Required Personnel Protective Equip.:	 Safety Boots	 Hard Hats	 Safety Gloves	 Hearing Protection	 Respiratory Protection	 Eye Protection	Other: 1. Anti-bac gel 2. 3.
	No	No	Yes	No	Yes	No	
Emergency Procedures:	Safely stop work immediately Contact Line Manager Call 111 for advice, do not visit any medical centres unless directed by 111						
 First Aid Facilities: 	Name of On-Site First Aider:						
	First Aid Box Location:						
	Location of Nearest Hospital:						

Other Information & Comments:	
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All work will be undertaken by qualified competent persons with experience of the type of work described above, and in all cases in full accordance with safety procedures specified in the companies Health and Safety Policy.

Prepared by: Tom Scott

Position: Ops. Mgr.

Date: 05/05/20

Reviewed by:

Position:

Date: