



Security Plus + Ltd

Cash Transportation Banking Support Services Manned Guarding

Reference Number	SPL-RA901
Activity / Location	COVID-19 - CVIT roadcrew
Assessor	Mathew Sims
Date	12.05.20

Risk Assessment Classification Key						
Likelihood of injury	Severity of injury					
	10 Multiple Death	8 Single Death	6 Major Injury	4 Lost Time Injury	2 Damage / Minor Injury	1 Delay
10 - Certain	100	80	60	40	20	10
8 - Very Likely	80	64	48	32	16	8
6 - Likely	60	48	36	24	12	6
4 - May Happen	40	32	24	16	8	4
2 - Unlikely	20	16	12	8	4	2
1 - Very Unlikely	10	8	6	4	2	1
Overall Risk Rating						
73 – 100 – High	Area of concern requiring urgent action – Do Not Proceed					
36 – 72 - Medium	Area of concern requiring action – May be safe to proceed with alterations					
0-35 - Low	Safe to proceed - Follow existing controls or actions as recommended					

Nature Of Hazard / Spread From	Persons At Risk	Likelihood	Severity	Risk Rating	Risk Level	Controls In Place and / or Action Required
Staff unaware of responsibilities	All staff and clients	2	4	8	Low	Guidance documents are to be circulated to all CVIT crews documenting methods of working safely during the pandemic. Document to be issued by management and discussed to ensure the crew has fully understood its contents. Posters displayed prominently around the depot and loading bay reminding staff of the basic principles that support spread prevention. Navman messages to be sent to crews during shift reminding them of core responsibilities.
Lack of hygiene	All staff and clients	3	4	12	Low	Wash hands regularly using soap and water for at least 20 seconds. Particularly after blowing your nose, sneezing or coughing. It is also recommended you wash hands before eating or drinking and before and after use of common contact points such as door handles. If facilities to wash your hands are not available then a sanitiser or wipe can be used.
Uniform contamination	All staff and clients	3	4	12	Low	There is evidence that the virus can remain on fabrics for a few days, therefore it is recommended you remove uniform immediately after shift and wash items regularly.
Failure to follow client site procedures	All staff and clients	2	4	8	Low	Client sites will have their own safety procedures covering aspects such as social distancing etc... Ensure when at a customer location you follow their site specific procedures.
Contact with customers	All staff and clients	3	4	12	Low	If possible maintain social distancing during the collection. Some collection sites may not allow the recommended 2 meter spacing, however the collection must still take place in a secure area to minimise risk of robbery. In such circumstance ensure you remain at the furthest possible distance in the given location. Avoid direct face to face interactions; adopt a side by side approach.

						Ensure you wear the face covering supplied to cover your mouth and nose during the service. Additionally ensure your visor is in the fully down position as this will act as a face shield. Remember the face covering does not replace the need for social distancing. Do not pass items, such as sealed bags, directly to the client (and vice versa). Put the item down and step away so that the client can then pick it up. This will maintain social distancing.
Increased contact time	All staff and clients	2	4	8	Low	Reducing contact time will reduce the risk of transmission. Ensure the service is completed as quickly as possible without cutting corners on procedure. If the client is not ready do not wait in the clients' location, return to the vehicle.
Scanner use	All staff and clients	2	4	8	Low	Do not pass the scanner to the client for signing. Ask the clients name and enter this into the signature box yourself. This will reduce risk of contact transmission.
Equipment / vehicles used by multiple individuals	All staff and clients	3	4	12	Low	If possible equipment / vehicles will be allocated to an individual and not shared by others to reduce risk of transmission. Equipment and vehicles that are used by multiple individuals must be cleansed before and after use, paying particular attention to common contact points such as handles, keypads, seatbelts and vehicle control functions.
Double crewed vehicle operation	All staff and clients	3	4	12	Low	Double crewed teams will be scheduled to work in fixed team pairs where possible. When in the vehicle follow the look ahead side by side approach to avoid direct face to face contact.
Symptoms of COVID-19	All staff and clients	2	4	8	Low	If you, or anyone in your household, are suffering from symptoms of COVID-19 these must be reported to the depot immediately and ensure you follow the governments self-isolation at home guidance.

Review History (Previous Versions)	
Review Date	Reviewed By