



# Security Plus + Ltd

Cash Transportation    Banking Support Services    Manned Guarding

<b>Reference Number</b>	SPL-RA907
<b>Activity / Location</b>	COVID-19 – Security Officers
<b>Assessor</b>	Mathew Sims
<b>Date</b>	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
<b>10 - Certain</b>	100	80	60	40	20	10
<b>8 - Very Likely</b>	80	64	48	32	16	8
<b>6 - Likely</b>	60	48	36	24	12	6
<b>4 - May Happen</b>	40	32	24	16	8	4
<b>2 - Unlikely</b>	20	16	12	8	4	2
<b>1 - Very Unlikely</b>	10	8	6	4	2	1
Overall Risk Rating						
<b>73 – 100 – High</b>	Area of concern requiring urgent action – Do Not Proceed					
<b>36 – 72 - Medium</b>	Area of concern requiring action – May be safe to proceed with alterations					
<b>0-35 - Low</b>	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	2	4	8	Low	Guidance documents are to be circulated to all staff documenting methods of working safely during the pandemic. Document to be issued by management and discussed to ensure the staff have fully understood its contents. Posters displayed prominently around the work area reminding staff of the basic principles that support spread prevention.
Lack of hygiene	All staff	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	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.
Face to face contacts	All staff	3	4	12	Low	Avoid direct face to face contacts. You can lower the risk by adopting side by side working processes to avoid face to face contact. For some sites, such as sign in desks where face to face contact is common, it may be advisable to request the client install protective screens.
Multi operative site	All staff	3	4	12	Low	Where sites require more than one officer to be present at the same time the officers must observe social distancing and avoid face to face contact. Risk can be reduced by allocating these site to fixed team pairings or groups where possible.
Lack of social distancing	All staff	3	4	12	Low	Where possible maintain a distance of 2 metres from others. In high traffic areas it may be necessary to form an orderly queue at 2 metre intervals. If the task or environment means this distance cannot be achieved you should stand at the maximum distance possible from each other and keep the time period as

						short as possible.
Increased contact time	All staff	2	4	8	Low	Reducing contact time will reduce the risk of transmission. Ensure tasks with other persons are completed as quickly as possible (within 15 minutes) without cutting corners on procedure.
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 you follow their site specific procedures.
Contact with others	All staff and clients	3	4	12	Low	If possible maintain social distancing during all contact with others. 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 interaction. Remember the face covering does not replace the need for social distancing. Do not pass items, directly to others (and vice versa). Put the item down and step away so that the client can then pick it up. This will maintain social distancing.
Use of the break room	All staff	3	4	12	Low	To achieve social distancing access to the break room will be restricted to a suitable amount of persons. If the limit of persons is already reached you must not enter the break room. Before and after use of areas within the break room ensure you cleanse the area with cleaning products.
Searching	All staff	3	4	12	Low	If required by the site for security purposes searching must be maintained. Whilst difficult to maintain social distance during a search the risk can be reduced by maintaining as much distance as possible (arms length), wearing your face covering, avoid physical contact with the person, standing to the side of the person to avoid face to face contact and ensuring the search is completed as quickly as possible. Ensure any searching equipment is cleansed before and after use and that you wash your hands thoroughly before and after the search.
Equipment / vehicles / workstations used by multiple individuals	All staff	3	4	12	Low	If possible equipment will be allocated to an individual and not shared by others to reduce risk of transmission. If this is not possible ensure you cleanse items, particularly around contact points, before and after use with usual cleaning products. Ensure at the start and end of your shift you cleanse the workstation with usual cleaning products.
Workstation spacing	All staff	3	4	12	Low	Where possible workstations should be positioned to ensure social distancing with a suitable space between users. Separator screens may need to be considered where spacing cannot be achieved.
Tasks requiring more than 1 person	All staff	3	4	12	Low	For tasks requiring more than 1 person staff will be scheduled to work in fixed team pairs where possible. When working in a pair maintain social distance, or as great a distance as possible, and avoid face to face contact. Complete the task as quickly as possible to minimise contact time.
Symptoms of COVID-19	All staff	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.