

Covid-19 Generic workplace risk assessment and hazard analysis *(Work in progress updated as and when necessary)*

Hazard No	Activity/Location	Hazard/Top Event	Threats (Potential acts/conditions that may lead to the Top Event)	Controls (Barriers to prevent or recover from the Top Event)		Incident or Consequence considered for RAM rating (Worst Case Scenario)	Worst Case Inherent Risk Potential				Administrative controls required to demonstrate compliance or achievement of ALARP
				Prevention	Recovery/Mitigation		P	A	E	R	
	<p><b>Activity:</b> All work activities that would require close contact/interaction with other persons</p> <p><b>Location:</b> Entire workplace/site</p>	<p><b>Hazard:</b> Group 4 HBA (Hazardous Biological Agent) i.e. (SARS-CoV-2) virus</p> <p><b>Top Event:</b> Exposure to infected droplets and/or fecal matter</p> <p><b>Note:</b> <i>(The infection pathways/routes and virus behaviour described in this assessment is deemed to be factual and current at the time of compiling this hazard analysis. [18 April 2020] However, research on this matter is ongoing and must be updated as and when new data becomes available)</i></p>	<p><b>General infection pathways/routes:</b></p> <ul style="list-style-type: none"><li>• Inhalation of virus when an infected person coughs or sneezes in close proximity to other persons;</li><li>• Ingestion of virus when touching own, or other persons, mouth, nose, (or possibly) eyes after touching a surface or object that has the virus on it. (Studies have shown survival of the virus on inanimate surface of 12 hrs - 9 days);</li><li>• Fecal-oral transmission of virus from stool of infected persons;</li></ul> <p><b>Workplace specific threats:</b></p> <ul style="list-style-type: none"><li>• Ignorance of SARS-CoV-2 specific infection pathways/routes;</li><li>• Ignorance of Covid-19 symptoms - ill employee/visitor enters workplace;</li><li>• Pre-symptomatic or Asymptomatic employee/visitor enters workplace;</li></ul>	<p><b>Personal prevention measures:</b></p> <p><b>Wash hands frequently</b> Regularly and thoroughly clean your hands with an alcohol-based hand rub or wash them with soap and water for at least 20 seconds. Dry hands with a clean cloth, single-use towel or blow-drier.</p> <p>When to wash your hands:</p> <ul style="list-style-type: none"><li>- Before, during and after preparing food;</li><li>- Before you eat or drink;</li><li>- After using the toilet;</li><li>- Before and after attending to sick people;</li><li>- After handling Garbage;</li></ul> <p><b>Maintain social distancing (As a minimum, support and adhere to Covid-19 lock-down regulations)</b> As far as is reasonably practicable, maintain at least ≥ 2m (6 feet) distance between yourself and other persons. <b>Avoid personal contact (hugging, kissing and handshakes) when greeting!</b></p> <p><b>Practice respiratory hygiene</b> Make sure you, and the people around you, follow good respiratory hygiene. This means covering your mouth and nose with your bent elbow or tissue when you cough or sneeze. <b>Dispose of a used tissue immediately and disinfect exposed skin and clothing frequently.</b></p> <p><b>Avoid touching eyes, nose and mouth</b> Hands touch many surfaces and can pick up viruses. Once contaminated, hands can transfer the virus to your eyes, nose or mouth. From there, the virus can enter your body and can make you sick.</p>	<p><b>Worker personal response</b> Stay home and notify your line manager a.s.a.p. if you feel unwell and if you experience one or more of the following symptoms:</p> <ul style="list-style-type: none"><li>- a high fever; cough; sore throat; sudden loss of your sense of smell or taste; diarrhoea; and difficulty breathing; and</li><li>- Seek medical attention as soon as possible and follow the directions of your doctor or local health authority.</li></ul> <p>See information on the NICD website at <a href="https://www.nicd.ac.za/what-to-do-if-i-think-i-have-covid-19/">https://www.nicd.ac.za/what-to-do-if-i-think-i-have-covid-19/</a></p> <p><b>Workplace Covid-19 medical response plan</b> A written plan is in place to ensure rapid response to a person presenting symptoms in the workplace <i>(See Dept. of Health Guidelines for symptom monitoring and management of essential workers for COVID-19 related infection);</i></p>	<p>1. Contracting Covid-19 2. A high incidence of infections reported at a specific workplace or institution</p> <p><i><b>NOTE: Risk assessors should consider classifying worker exposure to SARS-CoV-2 in accordance with the Dept. of Employment and Labour guidance document - Workplace Preparedness: COVID-19 (SARS-CoV-2 virus) i.e.:</b></i></p> <ul style="list-style-type: none"><li>- <b>Very High Exposure Risk;</b></li><li>- <b>High Exposure Risk;</b></li><li>- <b>Medium Exposure Risk;</b></li><li>- <b>Lower Exposure Risk (Caution)</b></li></ul>	<b>5C</b>	<b>NA</b>	<b>NA</b>	<b>4C</b>	<p><b>A copy of the Act and Regulations readily available and in particular to ensure compliance with:</b></p> <ul style="list-style-type: none"><li>- Sections 8, 9, 13, 14 and 15 of the OHS Act;</li><li>- Regulations for Hazardous Biological Agents;</li><li>- A copy of the Department of Employment and Labour guidance document - Workplace Preparedness: COVID-19 (SARS-CoV-2 virus);</li><li>- Guidelines for symptom monitoring and management of essential workers for COVID-19 related infection;</li></ul> <p><b>Workplace specific Covid-19 Response Plan</b></p> <p><b>Workplace SOP's;</b></p> <p><b>Compliance and hygiene inspection checklists and reports;</b></p> <p><b>Risk communication:</b></p> <ul style="list-style-type: none"><li>- Risk Assessment, Notices, Signs, Posters, Records of Tool Box Talks, Minutes of meetings, Training Records etc.;</li></ul> <p><b>Point of entry access control records;</b></p> <p><b>PPE issue and training records;</b></p>

Controls (Continued)	
Prevention	Recovery/Mitigation
<p><b>Workplace specific measures:</b></p> <p><b>Sustained education and awareness campaigns;</b></p> <p><b>Compliance monitoring;</b></p> <p><b>Facility hygiene SOP and inspection regime (Cleaning team workers trained in deep cleaning and disinfecting techniques);</b></p> <p><b>Enforce strict access control measures at workplace perimeter entry points.</b></p> <p>- Perform body temperature screening with an approved instrument;</p> <p>- Restrict access to visitors to “Absolutely Essential”;</p> <p><b>Reduce potential exposure.</b></p> <p>- Limit number of workers on site. Reschedule work activities by working shifts and conduct admin. activities from home;</p> <p>- Wearing of respirators compulsory for vehicle travel and limit number of persons in vehicles to:</p> <p>🚦 <b>Driver and one passenger in back-seat for passenger vehicles; and</b></p> <p>🚦 <b>Driver alone in cab and passengers in load-bin for LDV’s (Limit passengers to maintain distancing;</b></p> <p>- Stagger meal breaks and limit number of workers in canteen to maintain social distancing;</p> <p>- Face-to-face meetings prohibited if social distancing cannot be maintained;</p> <p>- Use available technology to conduct remote meetings;</p> <p><b>Respiratory PPE: (See footnote below)</b></p> <p>- Personnel involved in screening of persons at site entry points should wear an approved respirator and work from behind a glass or plastic partition;</p> <p>- Where it is not practicable to apply and maintain social distancing in operational areas workers shall wear approved respirators;</p> <p>- Workers are trained in proper use, care, maintenance and disinfecting of respirators (ensure proper fitting/fit testing per individual);</p> <p><b>Disposal of contaminated waste:</b></p> <p>- Dispose of infectious waste products (tissues, paper wipes, cleaning fabrics, disposable masks/respirators, disposable gloves, etc.) in accordance with site Infectious Waste management instructions;</p>	

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<sup>1</sup> **Respiratory PPE considerations:**

PPE requirements should be informed by workplace specific risk assessments. Generally, (except for protection against any other known hazard) respirators are not necessary for the SARS-CoV-2 virus, unless dealing directly with a person presenting Covid 19 symptoms. Conventional Face Masks are NOT EFFICIENT for protection against the SARS-CoV-2 virus and should not be considered for application in a workplace where continued (long term) use is necessary. As a minimum an approved respirator, such as FFP2 or N95 FFR, should be considered. However, these respirators are indicated as “Single [once off] use items” and should be disposed of after use. This could prove to be a very costly option over the long-term and it is highly recommended that consideration be given to issuing typical industrial Reusable Half Face Mask Respirators with an appropriate Particulate Filter.