

**Saba Park Services UK Ltd**

Gloucester Royal Hospital Parking Shop, Tower Car Park, Multi Storey Car Park, Great Western Road, GL1 3NN

**Location: On-Street Parking Enforcement**

<b>Title :</b> COVID 19 On Street Parking Operations	<b>Date of Assessment :</b> 15/05/2020	<b>Risk Assessor :</b> Gareth Parker
<b>Risk Assessment Reference :</b>	<b>People involved in making this assessment :</b> Gareth Parker	
<b>Task/ Process :</b> Enforcement Duties during Corona-virus CV19 Pandemic	<b>People at Risk :</b> Employees, Contractors, Members of the Public	

**Hazard : Infection** Biological infection - CV19 Corona-virus - Flu like symptoms ranging from mild to severe. Risk to health is increased in older people and or when individuals have pre-existing health conditions. In extreme cases, pneumonia can occur and become life threatening.

**Control Measures:**

1. Employees to maintain Social distancing at a minimum of 2 metres at all times, Wash hands regularly, or apply hand sanitiser in the absence of soap and water.
2. Employees that develop flu like symptoms are required to inform their line manager as soon as possible (during working hours) and must not attend work. The employee must inform their manager if they have been in contact with fellow employees and or client representatives and provide details.
3. Conflict avoidance training and procedures in place - During the pandemic employees must be extra cautious to avoid aggressive situations developing around them, if the situation becomes unmanageable, Dial 999 and request urgent police assistance, then notify their Manager in the usual manner.
4. Employee Hygiene: If you cough or sneeze always cover your mouth and nose using the inside of your bent arm, or preferably with a tissue. Throw away used tissues immediately after use, then wash your hands thoroughly, or apply hand gel if soap and water is unavailable.
5. To maintain social distancing during welfare breaks, Where possible, employees should not attend base for breaks, they should be taken away from base. Where this is not possible, managers must restrict the number of people attending the building at any one time by re-scheduling in small groups.
6. Travel - in the event employees are required to travel in company vehicles during the pandemic, please refer to and apply the risk assessment: COVID 19 Travelling in Work Vehicles
7. When handling equipment etc. employees should wash their hands immediately afterwards, where soap and water is not available hand sanitiser should be applied.
8. Personal hygiene guidance is displayed on employee notice boards. Gloves, hand gel and face masks provided for those who wish to use them, please refer to Risk assessment "COVID 19 - Use of Masks & Gloves.

**Hazard : Corona-virus CV19** Infection from work surfaces, telephones, keyboards, toilet facilities, kitchen areas, communal rest / dining areas - Potential to contract Corona-virus - CV19 from touching areas that other infected people may have touched.

**Control Measures:**

1. Wash your hands frequently and thoroughly with soap and water, apply alcohol based hand cleanser gel when soap and water is unavailable before and after going to the toilet, eating or occupying a communal rest area. Avoid touching surfaces unnecessarily. Avoid touching your nose, mouth or eyes.
2. All communal areas to be regularly cleaned and disinfected (twice daily) using high grade products that specify that they kill up to 99% of all bacteria
3. Notices to remind individuals of their personal hygiene requirements to be displayed in toilets, kitchens, communal rest areas etc..

**Hazard : Road risk** Hit by a moving vehicle

**Control Measures:**

1. All staff to have Health & safety training (road awareness) Health and Safety training and road awareness monthly

**Hazard : Violence, threatening behaviour** Moving traffic - Assault - Confrontation - Lone working

**Control Measures:**

1. 1. All staff receive training before working on street 2. Effective liaison with the police 3. Specific areas of unrest to be identified and officers to be paired up or escorted by the police if necessary 4. Good communication with the office at all times

**Hazard : Work equipment** COVID 19 can be transferred on the equipment to person to person if not cleaned

**Control Measures:**

1. All equipment to be cleaned with anti bacterial cleaner at the end of shift. All staff to use their own equipment to prevent contamination

**Hazard : Driving the vehicles** confined space can spread infection

**Control Measures:**

1. Refer to Risk Assessment: COVID-19 Travel in Work Vehicles

**Hazard : Lunch breaks** spread of infection

**Control Measures:**

1. all staff to stagger their breaks, Social distancing must be maintained, wash hand before and after breaks clean down the surface that they use with the anti bacterial spread provided

**Documents Associated with this Risk Assessment:**

**Review Date :** 31/07/2020

**Reviewer :** Gareth Parker