

Coronavirus risk assessment

SLR Europe has developed this regional assessment of the hazards to the health of its employees from Coronavirus (COVID-19). It includes the appropriate mitigating measures, according to the level of relative risk of our activities, and reflecting the general transmission rate prevalent at the time.

It also includes evaluation of community transmission rates and evaluation of the risks to our employees and the wider stakeholders. We have consulted with staff over their wishes regarding working arrangements and we will continue to listen to staff and act accordingly.

Where the national government and public health advice is to work from home, and it is feasible for staff to do so, we shall continue to encourage this.

Hazard pathways

Based on the World Health Organisation (WHO) and national government publications we have determined the principle pathways, by which the virus may be transmitted, are as follows:

1. Droplet transfer from person to person when an infected person sneezes, coughs, or talks loudly. The WHO consider this to be currently the principle mode of transmission within 1-2 metres distance.
2. Transfer of virus via a 3rd medium, such as a hard surface, where the virus may remain active for up to several days. Hands that touch such surfaces, if not thoroughly washed, can then transfer the virus when their hands touch their nose, mouth or eyes.
3. Transfer in aerosol form is currently considered rare, except in certain environments (mostly hospitals) where medical procedures can generate aerosolisation of the virus, allowing it to potentially travel much further than when in droplet form.

Steps we are taking

Breaking these pathways is achieved principally by good hand hygiene, together with maintaining appropriate social distancing. Regular cleaning of common touch surfaces is another way to break one of the transmission pathways.

Each office has a checklist to determine controls that need to be implemented specific to that office and team. This checklist will be reviewed regularly against changes to national government guidance.

We have evaluated and developed cleaning, handwashing and hygiene procedures, this includes increasing the frequency of handwashing and surface cleaning by:

- Encouraging staff and visitors to follow the guidance on handwashing and hygiene,
- Providing hand sanitiser around the workplace, in addition to washrooms,
- Frequently cleaning and disinfecting objects and surfaces that are touched regularly,
- Enhancing cleaning for busy areas,
- Setting clear use and cleaning guidance for washrooms, and
- Providing hand drying facilities – either paper towels or electrical dryers.

We are helping staff to work from home by discussing their home working arrangements with them and ensuring they have the right equipment and access; for example, remote access to computer servers. We are including staff in discussions and necessary communications, and are working hard to look after both their physical and mental wellbeing.

Where possible, we are ensuring we can maintain appropriate social distancing between individuals by:

- Avoiding sharing workstations,
- Using floor tape or paint to mark areas to help people keep to the relevant distance,
- Arranging one-way traffic through the workplace, where possible,
- Having visitors to the office by appointment only, whenever possible,
- Ensuring site guidance and work travel guidance reflects the relevant distancing guidance, and
- Putting up signage in offices to remind staff and visitors of social distancing guidance.

We have reduced numbers of staff in our offices to enable us to better manage social distancing and have evaluated desk layout, using back-to-back or side-to-side working whenever possible.

Additional considerations to transmission risk at an office by office level are:

- Staggering arrival and departure times, and
- Reducing the number of people each person has contact with by using 'fixed teams or partnering'.

This assessment of risks and mitigations will be kept under review to ensure alignment with changes in the general transmission rate and guidance issued by the government.

A handwritten signature in black ink, appearing to read 'Alan Edwards'.

Alan Edwards
European Regional Manager
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