

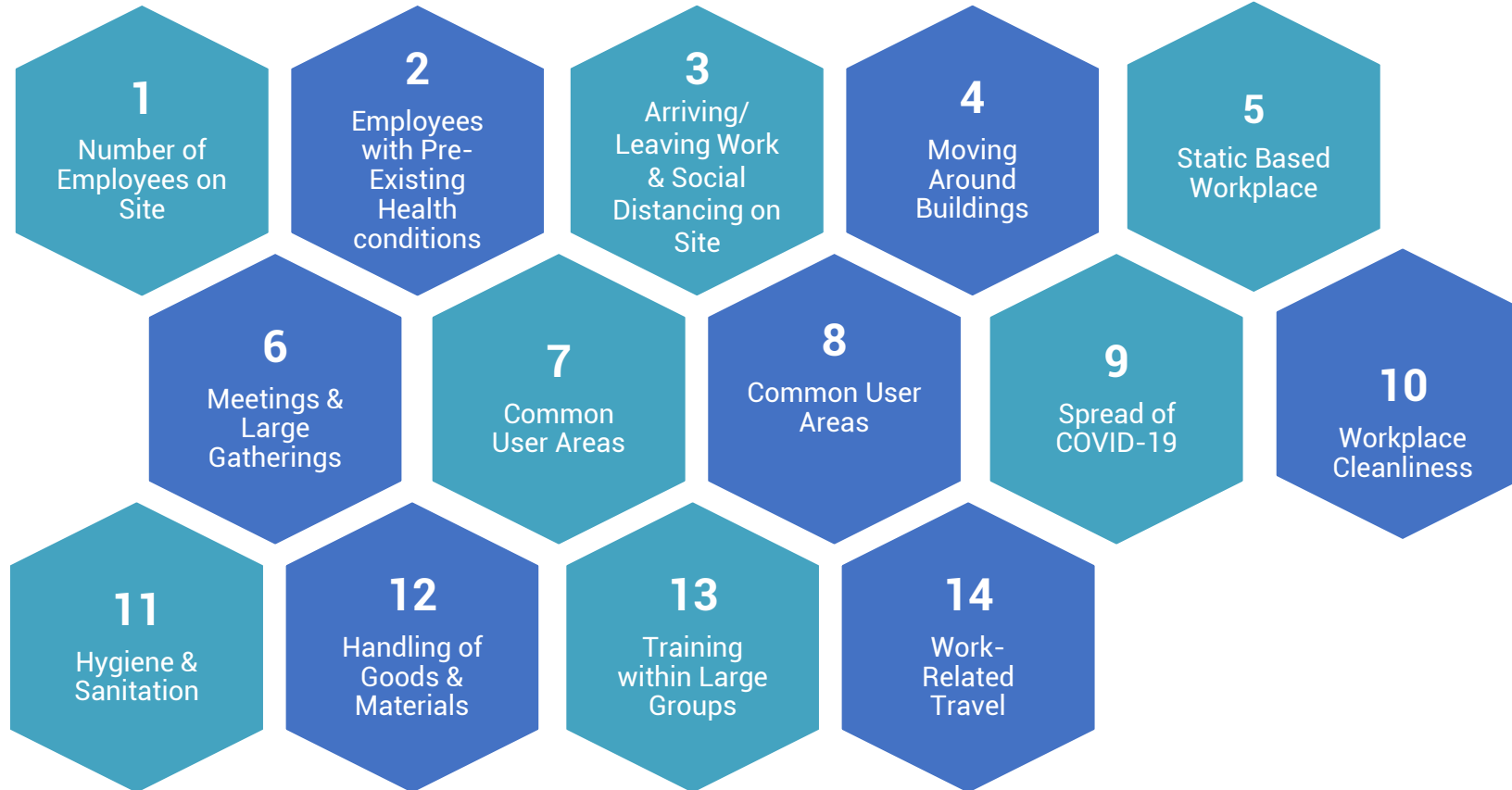


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COVID-19 Risk Assessment High Voltage Manufacturing (Dubai)



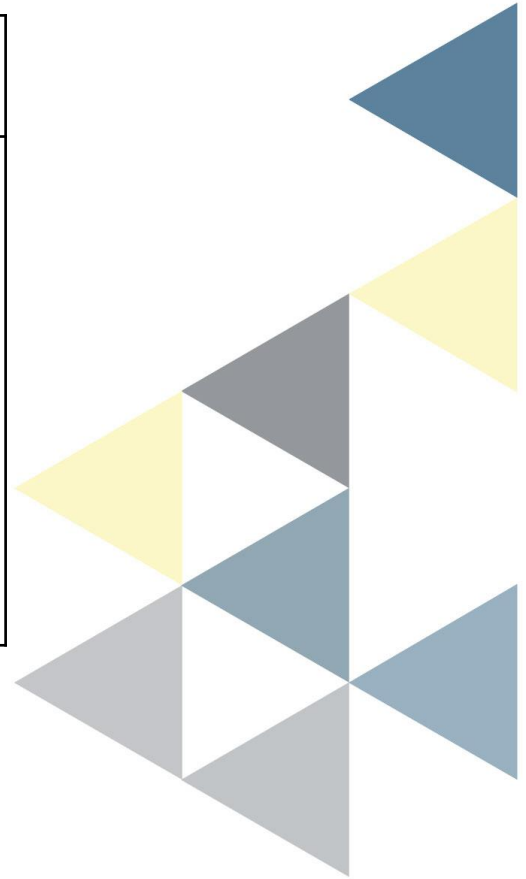
Hazards Risk-Assessed



1
Number of
Employees on
Site



Who is at risk?	Controls Required	Additional Comments
Employees	Employee numbers have been reduced on site as part of our contingency measures.	<p>Situation is kept under review by Management team and regular liaison with clients.</p> <p>Team are in contact with regulatory authorities.</p>
	Minimum manning requirements identified by management team.	
	Maintain contact with those working from home.	



2

Employees with Pre-Existing Health conditions



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Who is at risk?	Controls Required	Additional Comments
Employees	Affected employees identified and controls implemented such as working from home / shielding.	Company issues regular employee advisory bulletins which contain and reiterate message around self-isolation should employee demonstrate symptoms. These are routinely issued through Finance Director and HR Team)
	Equality issues considered by local management team to ensure all are treated equally in such adverse times	
	Regular communication with employees.	



3

Arriving/ Leaving Work & Social Distancing on Site



Who is at risk?	Controls Required	Additional Comments
Employees	Staggered arrival and departure times where possible.	All controls are maintained under regular review by local management team.
	The limiting of employees in company vehicles.	
	All but essential travel between sites/locations.	
	All reasonably practicable measures to be undertaken to achieve 2 mtr distancing between employee. Where close proximity working cannot be avoided, risk assessment will be reviewed with the aim of identifying additional control measures	
	Use of floor markings to identify 2 mtr distancing.	
	Handwashing facilities provided. Plus hand gel stations.	
	Additional car parking facilities	
	Additional entry points in building	



4

Moving
Around
Buildings
(1/2)



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Who is at risk?	Controls Required	Additional Comments
Employees	Reducing movement by discouraging non-essential trips either on or off site.	Liaison with site operators rules to be considered when on site
	Reducing job and equipment rotation	
	Regulating use of high traffic areas where identified	
	Remote meetings via skype etc.	
	Changing layouts to allow people to work further away from each other	



4

Moving Around Buildings (2/2)



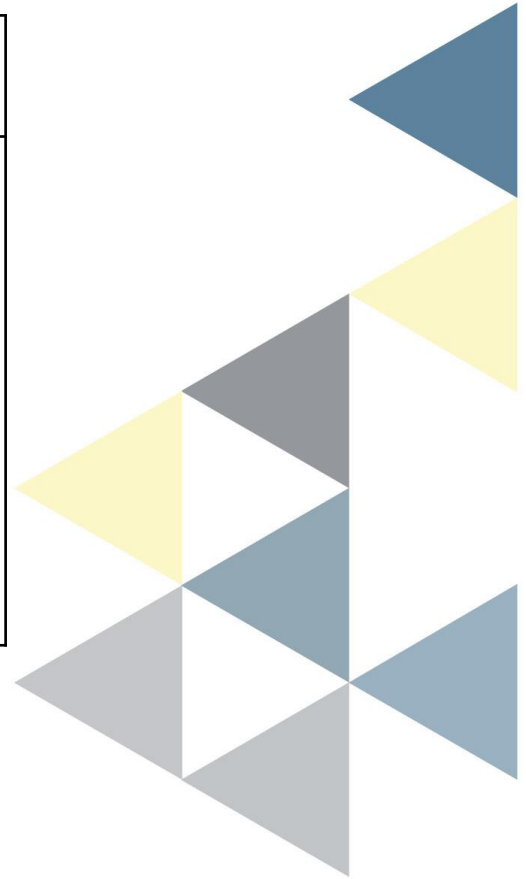
Who is at risk?	Controls Required	Additional Comments
Employees	Only absolutely necessary participants to attend meetings at clients	Liaison with site operators rules to be considered when on site
	Provision of hand sanitiser gel	
	Holding meetings outdoors	
	Outdoor areas available for breaks	
	Reconfiguring seating and tables to maintain spacing and reduce face to face interactions	



5
Static Based
Workplace



Who is at risk?	Controls Required	Additional Comments
Employees	Review layouts to allow people to work further apart and floor markings 2M apart.	N/A
	Installation of screens when moving people is not achievable	
	Using a consistent of pairing system	



6

Meetings & Large Gatherings



Who is at risk?	Controls Required	Additional Comments
<p>Employees</p> <p>Contractors</p>	<p>Firstly consider remote working to avoid person to person meetings</p>	<p>This should be the exception and if only necessary</p> <p>Always ask for visitor site rules prior to attending so that you are fully aware of client expectations and resources that may be required.</p>
	<p>Only absolutely necessary participants should attend meetings and should maintain 2m separation</p>	
	<p>Holding meetings outdoor where practical</p>	
	<p>Where site visits are required, site guidance on social distancing should and pandemic control measures should be forwarded prior to attending site</p>	



7
Common
User Areas



Who is at risk?	Controls Required	Additional Comments
Employees	Staggering of break times	N/A
	Using safe outside areas for break	
	Reconfiguring seating and tables to maintain spacing	
	Encouraging staff to stay on site during working hours	
	Social distance marking for common areas such as toilets, showers, lockers and changing rooms and in areas where queues may form	



8
Unnecessary
Site Visits



Who is at risk?	Controls Required	Additional Comments
Employees	Consider remote connection- working.	<p>To assist in tracking persons and contact should this be called upon.</p> <p>See hand washing guidance displayed at all work locations</p> <p>Local management to maintain constant review of hygiene standards and adapt as more information becomes available</p>
	Limiting numbers of visitors	
	Record of visitors maintained	
	Establishing host responsibilities relating to COVID 19 and providing necessary training	
	<p>Hand washing facilities with soap and hot water in place at all locations.</p> <p>Stringent hand washing taking place.</p>	



9
Spread of
COVID-19



Who is at risk?	Controls Required	Additional Comments
Employees	Gel sanitisers in any area where washing facilities not readily available	Accommodation areas have additional control and testing regimes which are not under our control
	Gel sanitisers available e.g. at entry points into buildings / offices with appropriate signage prominently displayed throughout.	
	Frequent cleaning and equipment including objects, site equipment, control panels	
	Clearing workspaces and removing waste and belongings from work area at end of day.	
	Build awareness through posters and signage.	
	Setting clear usage and cleaning guidance for toilets to ensure they are maintained.	



10
Workplace
Cleanliness



Who is at risk?	Controls Required	Additional Comments
Employees	Prompt reporting of symptoms	N/A
	Frequent cleaning of objects and surfaces that are touched regularly, such as- door handles, pump handles and printers	



11

Hygiene & Sanitation



Who is at risk?	Controls Required	Additional Comments
Employees	Usage of signage to promote good behaviour and standards.	Standard signage has been produced by the company and is available from LM
	Providing hand sanitiser in multiple locations.	
	Clear guidance on cleaning standards, maintenance of social distancing.	
	Consider enhanced cleaning for very busy areas / pinch points	
	Additional waste points should they be required	



12
Handling of
Goods &
Materials



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11

Hygiene & Sanitation



Who is at risk?	Controls Required	Additional Comments
Employees	Cleaning procedures for parts of shared equipment including pallet trucks and fork lift trucks	Consider planned maintenance activities where visiting engineers would be attending our premises and the control they are subject to.
	For those handling goods – increased frequency of handwashing	
	Minimising unnecessary contact at gatehouse facilities e.g. non-contact deliveries	
	Reduce frequency of deliveries and single person unloading / loading	
	Encouraging drivers to stay in vehicles where this does not compromise safety.	



13
Training
within Large
Groups



Who is at risk?	Controls Required	Additional Comments
Employees	At present training activities are on hold	Maintained under review



14
Work-Related
Travel



Who is at risk?	Controls Required	Additional Comments
Employees	All non-essential travel has been put on hold	N/A
	Use of video conferencing technology	
	Minimisation of numbers of people travelling together	

