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**COVID-19 RISK ASSESMENT VEHICLE’S JANUARY 21 REVIEW**

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| --- | --- | --- | --- | --- | --- | --- |
| **What are the hazards?** | **Who might be harmed** | **Controls Required** | **Additional Controls** | **Who’s**  **Responsibility?** | **Action by when?** | **Done** |
| Spread of COVID-19 | Driver’s  Passenger’s  Maintenance Staff | Try to keep one driver per vehicle where operationally possible.  Passenger’s to board and alight through different entry & exit point’s wherever safe and possible.  Sanitiser point’s to be mounted upon entry to coach.  Additional Cleaning of Racks, Cab area & high traffic area’s.  Tape off or remove seats within a 1metre distance to promote social distancing. Capacity of large coach drops to 30 max.  Promote the removal of rubbish from cab area and inside the coach between every trip to avoid cross contamination.  Face covering’s are now required unless exempt.  Vehicle’s to be periodically fogged with anti viral disinfectant.  Passengers to board vehicle one person at a time. And socially distance whilst waiting to board. | Provide hand sanitiser & disinfectant for cleaning cab area before & after use.  Driver’s to be briefed on the possibility of using continental door’s where possible & safe to do so.  Signage to promote use of good hygiene relating to COVID -19  Suitable PPE & Cleaning equipment to be provided to staff.  Use tape to mark 2 metre separation line from the driver to the aisle.  Provide glove’s if requested & promote handwashing.  Use signage to promote safe use of face covering’s.  Driver’s trained in safe use of fogging machine.  Use social media to promote government guidance on transport. | **Office Staff**  **Driver’s**  **MS**  **MS/MSE**  **MS**  **CLEANING STAFF**  **MS**  **MS**  **DRIVERS**  **MSE**  **DRIVER’S & PASSENGERS**  **MANAGEMENT**  **DRIVER’S**  **PASSENGERS** | **IN PLACE**  **ASAP**  **IN PLACE**  **IN PLACE**  **IN PLACE**  **IN PLACE**  **IN PLACE**  **IN PLACE**  **IN PLACE** | **YES**  **YES**  **YES**  **YES**  **YES**  **YES**  **YES**  **YES** |