

## M8 Staffing Risk / Task Assessment

<b>Risk / Task Assessment</b>	Covid-19 and Coronavirus – temporary workers	<b>Revision</b>	1	
<b>Assessed By:</b>	Claire Logan	<b>Date</b>	9th June 2020	
<b>Task / Activity</b>	<p><b>Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.</b></p> <p>This Risk Assessment identifies the current Covid-19 situation within M8 Staffing workplace to reduce the risks and spread of the virus.</p> <p>M8 takes advice from the government on anything relating to Covid-19 / Coronavirus at the following link <a href="https://www.gov.uk/coronavirus">https://www.gov.uk/coronavirus</a></p>	<b>Location</b>	Airdrie	
		<b>Number of Operatives</b>	4+	
		<b>Who Might be harmed</b>		
Employees, Visitors, Contractors, Members of Public, Vulnerable Groups, Elderly, Expectant Mothers, Persons with existing / underlying medical conditions, anyone else who comes in to contact with M8 business or companies M8 attends				
<b>Hazard</b>	<b>Controls Measures</b>	<b>Additional Control Measures / Actions</b>	<b>Responsibility for Action</b>	<b>Completed</b>
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> <li>M8 to get hiring company to complete Covid-19 questionnaire</li> <li>M8 to take action where necessary resulting from the questionnaire</li> <li>Covid-19 written instructions available for temporary workers</li> <li>Staff advised to adhere to site rules whilst on assignment</li> <li>Staff advised not to go to work if they have any Covid-19 symptoms including high temperature, new persistent cough, loss of taste and/or smell</li> <li>Staff advised to ensure they keep their hands clean using wash facilities</li> <li>If staff are not given access to welfare facilities, this is to be reported to M8 so that M8 can address this</li> <li>Staff advised to report to M8 any concerns</li> <li>M8 are ensuring workers are only working as per the Government guidelines i.e. if essential workers only etc.</li> <li>Staff advised to social distance</li> <li>Staff advised on how to do this when double manning</li> <li>Candidate registrations are carried out with social distancing in place</li> <li>Signage in place in offices</li> </ul>			
<b>Date:</b>	9th June 2020	<b>Print Name</b>	Claire Logan	