

ID: RA/Waste/COVID-19		OPERATING PROCEDURE & RISK ASSESSMENT	
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Service: Environment & Public Protection		Section: Waste Collection	Approved by Document Owner: [REDACTED] (Team Leader)
Assessed by: [REDACTED]			
Task: Domestic & Trade Waste Collection - Management of Covid 19 situation. The coronavirus outbreak is still a rapidly evolving situation, this risk assessment must be kept under review and adapted by services as required. Up to date guidance is available on ICON Coronavirus page, the government websites must be consulted for the latest guidance.		Number of people affected: Waste collection employees.	
Work Location: Various outdoor locations throughout Inverclyde Council			
Equipment/Plant: Refuse collection vehicles, fleet transport, wheelie bins, commercial bins			
Training or Competence Requirements: Toolbox talk on contents of this risk assessment.			

Number	Safety Hazard	List of control methods that must be followed to protect your health and safety.	PPE/Training Requirements	Comments or Concerns
1.	COVID-19 Coronavirus - Waste collection staff coming into contact with contaminated surfaces during collection round: <ul style="list-style-type: none"> RCV Door handles Contact surfaces within crew cab Bin lift control buttons Wheelie-bin handles Bin Lids Waste bag surfaces 	<ul style="list-style-type: none"> Guidance on handwashing and infection control measures at end of document. PPE Guidance: Provision, Use and Disposal. Good hand hygiene is essential at all times, thorough washing or use of sanitising gel and refrain from touching the nose, mouth or eyes with unwashed hands Soap and water available in toilets/welfare areas 	Cut Resistant Protective Gloves "BSEN388 4.3.4.2" or Palm Latex-Coated Gloves EN 388 (orange ones) with disposable glove underneath.	Hand sanitiser if soap and water not available. Cleaning wipes.

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**Close contact is defined as: A person having had face-to-face contact with a COVID-19 case within 2 metres and less than 15 minutes; a person who was in a closed environment with a COVID-19 case for 15 minutes or more and at a distance of less than 2 metres. Reference: <https://www.ecdc.europa.eu/en/case-definition-and-european-surveillance-human-infection-novel-coronavirus-2019-ncov>*

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		<ul style="list-style-type: none"> RCV's fitted with portable sinks. Regular cleaning of RCV cab and external control buttons. 		
2.	<p>COVID-19 Coronavirus - Waste collection staff coming into close contact with members of public during collection round:</p> <p>Possibility of community contracted infection or passing it on.</p>	<ul style="list-style-type: none"> Practice social distancing while at work keeping between 1 and 2 meters between staff and public as operationally possible.* While at breaks, wash hands thoroughly before eating/drinking. Hands must be washed/sanitised before and after work at each premises, hand washing should be last thing to do before leaving. Covid-19 is active in the community, therefore vulnerable employees to be re-deployed to less affected areas or sent home. i.e. those who are elderly, have underlying health conditions or are vulnerable to infection as per NHS guidelines (see para 5&6 of this document). 		
3.	<p>COVID-19 Coronavirus - Waste collection staff coming into contact with contaminated surfaces within depot:</p> <ul style="list-style-type: none"> Door handles Light switches Microwave surfaces Chair surfaces Table surfaces 	<ul style="list-style-type: none"> Soap and water available in toilets Depot cleaned on a regular basis, step up of cleaning regimes to be more regular and cleaners advised to increase cleaning of door handles, light switches and other areas which are regularly used. Disinfectant wipes available for microwaves, PC workstations and telephones so that they can be cleaned on a regular basis. 		

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4.	COVID-19 Coronavirus spread through exposure or close contact with waste collection crew.	<ul style="list-style-type: none"> • Practice spatial distancing while at work keeping between 1 and 2 meters between staff as operationally possible. • While at breaks, wash hands thoroughly before eating/drinking. • Hands must be washed/sanitised before and after work at each premises, hand washing should be last thing to do before leaving. • If any crew member on duty becomes unwell with a new, continuous cough or a high temperature they should be sent home and advised to follow the government self isolation guidance. • If an employee is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people. • Leave the cab/vehicle where the suspected person with COVID-19 is and leave the door open to air/ventilate it. If necessary, only re-enter it after the person has left, Wipe down surfaces before going into vehicle and travel back with the window fully open. • RCV crew labourers can meet RCV on route directly from home using their own transport 		

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		<p>where appropriate and leave for home after shift – RCV supervisors to coordinate.</p> <ul style="list-style-type: none"> • Staff support will be provided to drive RCV crew labourers to and from route site using minibuses. • Minibuses will be used with a driver and one member of staff. Minibus could be used to transfer more than one person so long as social distancing can be maintained. • Support can entail drop-off and pick-up of RCV crew labourers or following RCVs on route. • Single crew member where appropriate can take one vehicle and meet the refuse vehicle on site. • Support will be able to go home until required for pick-up. • Vehicles with a driver only to assist refuse collection where practicable. • Agreed task and finish until further notice with whole task being completed before everyone is sent home. 		
5.	<p>COVID-19 Coronavirus spread through exposure to vulnerable employee with the following underlying health conditions. This group includes those who are:</p> <ul style="list-style-type: none"> • aged 70 or older (regardless of medical conditions) 	<ul style="list-style-type: none"> • Employees within this group are at increased risk and as such the NHS guidance outlined on ICON must be followed. Employees who are over 70, have underlying health conditions or are pregnant must make immediate contact with their line manager. 		

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	<ul style="list-style-type: none"> • under 70 with an underlying health condition listed below (ie anyone instructed to get a flu jab as an adult each year on medical grounds): • chronic (long-term) respiratory diseases, such as asthma, chronic obstructive pulmonary disease (COPD), emphysema or bronchitis • chronic heart disease, such as heart failure • chronic kidney disease • chronic liver disease, such as hepatitis • chronic neurological conditions, such as Parkinson's disease, motor neurone disease, multiple sclerosis (MS), a learning disability or cerebral palsy • diabetes • problems with your spleen – for example, sickle cell disease or if you have had your spleen removed • a weakened immune system as the result of conditions such as HIV and AIDS, or medicines such as steroid tablets or chemotherapy • being seriously overweight (a body mass index (BMI) of 40 or above) • those who are pregnant 			
6.	<ul style="list-style-type: none"> • Employee with serious underlying health conditions such as: 	Employees within this group are at serious risk and as such the NHS guidance outlined on ICON		

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	<ul style="list-style-type: none"> • people who have received an organ transplant and remain on ongoing immunosuppression medication • people with cancer who are undergoing active chemotherapy or radiotherapy • people with cancers of the blood or bone marrow such as leukaemia who are at any stage of treatment • people with severe chest conditions such as cystic fibrosis or severe asthma (requiring hospital admissions or courses of steroid tablets) • people with severe diseases of body systems, such as severe kidney disease (dialysis) 	must be followed. Employees must make immediate contact with their line manager.		



Coronavirus
Covid-19

Please remember to wash your hands

Follow the correct hand washing procedure

www.nhsinform.scot/coronavirus

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