

## COVID-19 Contractor Checklist – Inviting Contractors on Site

Contractor name		Area(s) contractor requires access to	
Type of work being undertaken		Date(s) contractor on site	

### A – Specific Hazards

Hazards specific to the task:
Hazards specific to the premises:
Who may be harmed?

Assessment Checklist	Yes	No	N/A
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Information			
Have your employees been advised on the latest government guidance on COVID-19, including what to do if they become ill?			
Have your employees received appropriate training in minimising the transfer of COVID-19 at work?			
Has a call to the contractor been undertaken to establish their COVID-19 policy?			
Are details available of who will supervise the contractors on site to ensure good hygiene practices are observed?			
Personal protective equipment (PPE)			
Are there any PPE requirements on site required to protect vulnerable persons?			
Welfare			
Are there suitable handwashing/welfare facilities available for contractor use?			

Are there suitable waste facilities for disposal of single-use PPE worn by contractors?			
Is there a suitable area for contractors to take rest breaks?			
<b>Site arrangements</b>			
Is any of the work being done off site to minimise exposure time?			
Can the work be moved outside or to a location where there are minimal persons?			
Can barriers be used around the work area to maintain a safe distance between contractors and others in the vicinity?			
Are there any areas on site that contractors need to avoid?			

### B – Assessment Rating

The current risk assessment rating is considered to be:		Tick
<b>High risk</b>	Fatal or major injuries or irreversible health effects to one or more people are highly probable.	
<b>Medium risk</b>	Serious injury or ill-health effects are possible.	
<b>Low risk</b>	Minor injury or reversible minor health effects may occur.	
<b>Insignificant</b>	The activity presents no greater risk than those associated with life in general.	

Action required	By	Priority	Timescale	Completed

Manager's signature		Print name		Date	
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