

Risk Assessment For: COVID-19 Retail Outlets Date: 12/05/2020

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Potential Hazard	Who would be harmed	Existing Controls	Further Action Required
COVID-19	Staff/Customer	Communication Appropriate Corona virus signage displayed internally and externally in window/door Staff to make customers aware of distancing rules on arrival Signage and staff to explain Click and collect option	Continued monitoring, evaluation and assessment
		Only one customer in shop at a time, unless safe distancing rules can be met, example in larger shops	Continued monitoring, evaluation and assessment
		It is the shop managers responsibility to ensure hand sanitisers/gel is available to customers and staff at all times	Continued monitoring, evaluation and assessment
		PPE – gloves, masks to be worn appropriately Shop managers are responsible for stock of cleaning and PPE equipment at all times	Continued monitoring, evaluation and assessment
		Hand sanitisers to be used regularly and appropriately	Continued monitoring, evaluation and assessment
		Minimum number of staff in shops, required to make internal contact/distancing rules easier to adhere to	Continued monitoring, evaluation and assessment

		Equipment where possible must be demonstrated at a safe 2-metre distance where possible	Continued monitoring, evaluation and assessment
		Touch surfaces to be regularly sanitised, door handles after each customer visit.	Continued monitoring, evaluation and assessment
		Display equipment contact points to be sanitised after demonstrations etc. e.g. wipe down handlebars and hand grips	Continued monitoring, evaluation and assessment
		Payment where possible to be made by card to avoid cash handling issues	Continued monitoring, evaluation and assessment