

EXTRA-ORDINARY RISK ASSESSMENT (ERA)



Reason for Assessment: TRAVEL DURING CORONAVIRUS (2019-nCov) OUTBREAK

SUMMARY

Task No #	Work Process/Action Undertaken	Hazards Associated with Activity	Controls Already in Place	Significant Risks	Needing Further Assessment?
01	Before travel check: National & Regional travel advice: www.gov.uk/foreign-travel-advice World Health Organisation (WHO)	Health Risk Travel Restrictions Possibility of being stranded & forced isolation away from base.	DACo & Inspector check advice prior travel Follow advice on protective measures. Comply with social distancing requirements Assess recent virus infection rate changes	None before travel	No
02	Traveling to/from Inspection	Health Risk Travel Restrictions Reduced transport options	Flights, Ferries & Public Transport only if correct PPE is worn Allocate jobs ensuring travel plans are agreed Reduce public contact ' Keep Your Distance ', Direct travel Prior to travel, Complete health declarations	Unintended exposure to virus sources.	Yes
03	Arrival at port	Plan schedule to allow extra time to comply with local, terminal & vessel restrictions or regulation. Anticipate possible changes.	Any additional documentation to be submitted prior to travel. Check & comply with additional port/vessel health screening. Maintain regular contact with Coordinator. Always update scheduling software timesheet.	Abnormal delays to allocated task risk of extending exposure.	Yes
04	Attending Vessels	<u>Risk to Inspector from Ship:</u> Previous ports of call Crew changes Social distancing Other visitors to vessel <u>Risk to Ship from Inspector:</u> Inspectors' health profile Inspectors' recent exposure	Advocate the preview documents in SIRE repository if available to reduce time on board vessel. Check with vessel/agents to confirm risks addressed Complete terminal, Ship & DACo Pre-Boarding Statements DACo 104 & submit/share prior to inspection Ensure PPE is worn correctly, sanitized, or replaced after each attendance Maintain high standard of personal hygiene during inspection	Health Risk to Inspector and to Ship Staff.	Yes
05	Disembarkation	Health Risk	Continued hygiene control, sanitizing & decontamination	Health Risk	Yes

NOTES:

- <https://www.ocimf-sire.org/Inspectors/MessageCentre/Messages> **2020 Temp. Covid 19 Precautions During An Inspection & 2020 Temp. Guide for Conducting A Vessel Inspection During Covid-19**
- <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public>
- <https://www.gov.uk/government/publications/coronavirus-covid-19-travellers-exempt-from-uk-border-rules/coronavirus-covid-19-travellers-exempt-from-uk-border-rules>

DECLARATION: Where no significant risk is listed, the assessors judge that the only risks identified were inconsequential and do not require more detailed assessment.

Responsible Person: Signed

Name: William Austin

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DETAILED RISK ASSESSMENT

Section 1: Hazard Analysis of Intended Work Activity

Hazard Number	Summary Task Number from Description of Identified Hazards	Existing Control Measures to Protect Personnel from Harm
01	<u>Task#02</u> Unintended exposure to virus sources	a/ Prior to travel, Complete health declarations b/ Flights, Ferries or Public transport wear PPE c/ Conduct travel plan before travel d/ Reduce all public contact, 'Keep Your Distance'. Direct travel.
02	<u>Task#03</u> Abnormal delays to allocated task extending exposure risk	a/ Prior to travel, check & submit all documents b/ Travel with appropriate PPE ("Be Prepared")
03	<u>Task#04</u> Health Risk attending vessels	a/ Advocate preboarding review of documents. b/ Pre-Boarding checks c/ DACo 104 Questionnaire d/ PPE Checks & Controls e/ Maintaining personal hygiene
04	<u>Task#05</u> Infection reported after disembarkation	a/ Isolate if prolonged close contact with victim b/ Seek test if COVID symptoms appear c/ Advise DACo to manage client & ship contact

Section 2: Hazard Analysis of Intended Work Activity

Likelihood of Harm	Severity of Harm		
	Slight Harm	Moderate Harm	Extreme Harm
Very Unlikely	VERY LOW RISK	VERY LOW RISK	HIGH RISK
Unlikely	VERY LOW RISK	MEDIUM RISK	VERY HIGH RISK
Likely	LOW RISK	HIGH RISK	VERY HIGH RISK
Very Likely	LOW RISK	VERY HIGH RISK	VERY HIGH RISK

Hazard Number	Likelihood of Harm	Severity of Harm	Risk Factor
01	Unlikely	Extreme Harm	Very High Risk
02	Unlikely	Extreme Harm	Very High Risk
03	Unlikely	Extreme Harm	Very High Risk
04	Unlikely	Extreme Harm	Very High Risk

Section 3: Additional Control Measures to Reduce the Risk of Harm

Hazard #	Further Risk Control Measures	Remedial Action Date	Review Date
01	All food & drink from home to avoid social contact in Services. Back-to-back inspections should not be carried out to allow proper decontamination.	29 Dec 20	29 Jan 21
01	If driving an ICE car, minimize fuel stops and use 'Pay at Pump' facilities and gloves at service stations	29 Dec 20	29 Jan 21
01	Providing it is comfortable to do so, carry bed roll/sleeping bag in car for pre-planned short sleeps if accommodation is available follow distancing requirements when in public places	29 Dec 20	29 Jan 21
02	Carry extra PPE & supplies allowing for changes to predicted restrictions.	29 Dec 20	29 Jan 21
02	Encourage vessel to put documents in SIRE Repository to allow fullest document review prior to boarding and shorten exposure time on board.	29 Dec 20	29 Jan 21
03	Maintain continued risk evaluation during and after the assignment. Maintain close communication with Coordinator at DACo. Update Time Sheet.	29 Dec 20	29 Jan 21
03	Inspector to decline or terminate inspection if there is significant increase in exposure risk factor, such as poor social distancing practice on board.	29 Dec 20	29 Jan 21
04	Inspector to manage self-isolation before taking further work commitments	29 Dec 20	29 Jan 21

To assess the Risk Factor arising from the Hazard (Section 2):

- Select the expression for likelihood which most applies to the hazard.
- Select the expression for severity of harm which most applies to the hazard.
- Cross reference using the Risk Estimator table (above centre) to determine the level of risk.
- If the Risk Factor is MEDIUM or above (Yellow, Orange, or Red) additional control measures should be implemented and recorded in Section 3

Additional Comments: Due to the nature of this Risk Assessment it will be reviewed Monthly

Assessment Date: 29 Dec 2020