

For additional information refer to HS329 Risk Management Procedure

Faculty/Division: All			School/Unit: UNSW facilities wide		
Document number – HS017.1	Initial Issue date 21/8/2020	Current versi	on V1.1	Current Version Issue date-8/9/2020	Next review date – 3months?

Implementation of face masks as PPE masks to reduce risk of COVID-19 on UNSW campuses

Form completed by	Alex Tillman	Signature	Date
Responsible supervisor/ authorising officer		Signature	Date

- An activity may be divided into tasks. For each task identify the hazards and associated risks. Also list the possible scenarios which could sooner or later cause harm.
 Determine controls necessary based on legislation, codes of practice, Australian standards, manufacturer's instructions, safety data sheets etc.
 List existing risk controls and any additional controls that need to be implemented
 Rate the risk once all controls are in place using the risk rating matrix (below and in HS329 Risk Management Procedure)

SHADED GREY AREAS

Worker front facing position such as retail outlet food outlets/ service counters in close contact under 1.5m or under 4 square metres per person

Biological -Organism/i nfection

Potential for high community transmission to UNSW community, vulnerable family /work members Illness and death of individual Asymptomatic spread of Covid Cause workplace shut down and affect productivity and reputation of UNSW

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Working in close contact under 1.5m or under 4 square metres per person-unplanned or emergency such as chemical spill, first aid

Biological -Organism/i nfection

Potential for high community transmission to UNSW community, vulnerable family /work members Illness and death of individual Asymptomatic spread of Covid Cause workplace shut down and affect productivity and reputation of UNSW

- Follow UNSW emergency procedures
- Wear surgical mask in addition to gown /gloves /eye protections if possible
- Make note of duration of close contact get and give contact details of involved persons and ask to report any Covid repercussion to department of health.

Consider: What type of harm could occur (minor, serious, death)? Is there anything that will influence the severity (e.g. proximity to hazard, person involved in task etc.). How many people are exposed to the hazard? Could one failure lead to other failures? Could a small event escalate?

Consider: How often is the task done? Has an accident happened before (here or at another workplace)? How long are people exposed? How effective are the control measures? Does the environment effect it (e.g. lighting/temperature/pace)? What are people's behaviours (e.g. stress, panic, deadlines) What people are exposed (e.g. disabled, young workers etc.)?

- 1.Take the consequences rating and select the correct column
- 2. Take the likelihood rating and select the correct row
- 3. Select the risk rating where the two ratings cross on the matrix below.

death or permanent disability to one or more persons

hospital admission required

Scheduled review date:	3 months after start?	
Are all control measures in place?	Check before starting	
Are controls eliminating or minimising the risk?	Yes – new route to help minimise the risks as well.	