



Contract: Llangrannog Final Effluent Outfall

Method Statement/Risk Assessment

MS Ref:	MS/C854L/01
Title:	Trial Pit Excavations and Installation of Pipe Weights
Author:	Paul Morgan

It is a condition of this Method Statement that it is approved by a single person as per the "Approved by" box below, and that one further signature is added from the list of nominations from the following GF / PM / Safety Co-ord. / Site Safety Supervisor / Site Agent.

APPROVAL PROCEDURE :	Name	Signature	Date
Method Statement completed :	P Morgan		25/10/2019
Approved by :GF/PM/SITE SAFETY CO-ORD.			
Approval to proceed by GF :			
Approval to proceed by SA :			
Approval to proceed by Foreman :			
Approval by other (specify) : _____			
Distribution To : Young Bros Limited DCWW	A M Young		
	D Roberts		
Date of latest review :			
Review by (initials):	PM	PM	PM
Date of revision	01.11.19	11.11.19	07.05.20
Revision	A	B	C
			D
			E
			F

The understated persons are involved in the work described in the attached Method Statement.

DECLARATION.

As undersigned by myself, I confirm I have received and understood the duties and responsibilities expected of me in regard to the attached Method Statement and Risk Assessment, and I agree to abide by all contained / referred to within it. Furthermore I will not use any equipment (which requires specialist training), for which I have not been trained.

Method Statement Title	Method Statement Number
Trial Pit Excavations and Installation of Pipe Weights	MS/C854L/01

	<u>NAME</u>	<u>SIGNATURE</u>	<u>DATE</u>
1.			
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References

Drawings & Sketches

Reference	Title
AC513-DCC-07-BG-DR- CC-05000	Llangrannog Fianal Effluent Outfall Trial Hole Details

Specifications, Guidance Notes & Codes of Practice

CESWI 7th Edition

Civil Engineering Specification, Version 1.0, November 2001

Other Relevant Documents

Young bros Ltd – Health, Safety & Environmental rules and procedures

Young Bros Ltd – Health, Safety & Environmental Site File

Young Bros Ltd – Health & Safety Employee Handbook

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1.0 Introduction

Llangrannog Wastewater Treatment Works (WwTW) is a site that treats raw sewage for the small population of the village of Llangrannog and surrounding farms. The site is fed from Llangrannog Beach sewage pumping station (SPS), located under a small number of parking bays adjacent to the seawall, and Millview SPS outside the village.

Following a series of complaints from members of the public, it has been found that a 10m long section of the outfall pipe has floated to the surface of the beach and is now an eyesore and a trip hazard to pedestrians on the beach at low tide.

This method statement is concerned with the excavation of 3 No trial holes to locate the existing main and identify local ground conditions to identify the remedial works required on the main. Pipe weights will be brought to site and if required will be installed.

**Site Address : Llangrannog Beach
SA44 6SW**

Co-ords : 230999, 254217

Date of Trial Holes to be confirmed

2.0 Supervising Staff Organisation

Contracts Manager : Aubrey Young

Project Manager : Paul Morgan

Site Foreman/First Aider: John Morris (07975 679893)

Labourer : TBC

3.0 Risk Assessment

See attached risk assessments

4.0 Plant & Equipment

Up to 8 tonne excavator

Tracked dumper

CAT cable detector & genny

Temporary fencing and barriers

50mm water pump & generator

Small plant and equipment

5.0 Materials

Contingency fittings for 180mm pipework – length of pipe (HPPE) and couplers.

6.0 Construction Procedure

- 1 All employees and visitors will attend a Young Bros Site Induction and must sign-in to the visitor book located in the site offices.
- 2 This method statement / risk assessment will be communicated to all operatives prior to commencement. Once briefed to the operatives they will sign the briefing sheet and a copy will be kept in the site office.
- 3 **Due to the recent outbreak of COVID-19, additional measures are to be taken to maintain all staff's safety and hygiene, refer to attached risk assessment for the appropriate measures to be carried out throughout the works.**
- 4 All site personnel will be required to wear hard hats, boots, high visibility waistcoats and gloves as a minimum requirement within non-hazardous areas. Other forms of personnel protective equipment will be available on site and must be worn, as necessary. The site foreman will provide guidance on the PPE required for each operation. Please refer to the risk assessment for the specification of PPE.
- 5 Obtain COSHH information for substances that are likely to be found or produced during the work. COSHH Assessments are maintained in the site Health, Safety and Environmental Files.
- 6 Dwr Cymru Welsh Water (DCWW) to provide details of any underground / overhead services which affect the working area in their site packs.
- 7 DCWW to ensure all Environmental Audits have been carried out, prior to the works commencing.
- 8 Examine the statutory undertakers utility plans for the underground services which affect the compound area.
- 9 The accuracy of the drawings must not be relied on. A CAT and Genny survey must be undertaken to confirm location of existing services.
- 10 Carry out visual survey for overhead cables affecting the access and working area of the trial pits. If overhead services are considered a hazard, marker posts will be erected to warn operatives of their presence.
- 11 Access to the beach is via the existing slipway.
- 12 **Trial holes/excavations are only to be carried out at low tide.**
- 13 **Each trial hole will be carried out independently and backfilled prior to commencing with the next trial hole.**
- 14 Prior to the commencement of the works the excavator will be checked, to ensure no oil leaks prior to entering the beach/work area.
- 15 Spill kits to be present on the beach whilst works are being carried out.
- 16 Mobilise tracked excavator to site using a lowloader. A banksman to assist in unloading the excavators.
- 17 A toothless bucket to be used at all times to avoid damaging the main.
- 18 Should the existing main be found within the excavations and damaged, a variety of contingency fittings will be on site at all times to repair the main.
- 19 DCWW HSP123 procedures to be followed. A **"Certificate of Isolation"** is required from Operations before the Trial Holes commences.

Excavation of Trial Holes on the Beach

- 20 The area to be excavated for the trial hole is to be barriered off, to ensure no pedestrians can access the work site.
- 21 Mark out the proposed trial holes on the beach.

- 22 Carry out a CAT survey of the proposed excavation area to locate all identified underground services and unidentified underground services which may be present.
- 23 YBL Foreman to issue 'Permit to Dig' prior to the commencement of excavating works.
- 24 DCWW to issue '**Certificate of Isolation**'. Permit to be signed and received by YBL Site Foreman.
- 25 Excavator operator to hold a valid CPCS card. Evidence to be maintained within the site documentation.
- 26 **The only item of mechanical plant allowed on the beach is the excavator.**
- 27 If services are expected to be present within the excavation, locate by **HAND DIG ONLY**, using non-pointed tools prior to mechanical excavation.
- 28 The depth, diameter and type of services are to be recorded for future reference.
- 29 If services are not present, or have been located, proceed with mechanical excavating works.
- 30 A qualified and experienced banksman to control the excavating works at all times.
- 31 Monitor and record the ground conditions and water table level as the excavation proceeds.
- 32 Load all excavated material into a temporary stockpile. Stockpiles are to be maintained a safe distance from the excavation.
- 33 **Hand dig every 150mm** to avoid inadvertently damaging the main. Utilise the tracked excavator to remove the loose spoil.
- 34 Excavation sizes for the 3 No Trial Holes are approximately as follows:-
 - TH1 2.00m x 1.00m x 2.00m deep
 - TH2 2.00m x 1.00m x 1.10m deep
 - TH3 2.00m x 1.00m x 1.10m deep
- 35 **Each trial hole will be carried out independently and backfilled prior to commencing with the next trial hole.**
- 36 Edge protection will be maintained around the excavation at all times to prevent personnel & machinery falling into the open excavation.
- 37 A CPCS qualified signaller will control all plant movement at all times. A full time banksman will be required when carrying out any excavation works.
- 38 Expose and clear the existing main by **HAND DIG ONLY**, using non-pointed tools.
- 39 **At no time should an operative enter the excavation.**
- 40 All logging of information, photographs and samples to be collected by Quantum Geotechnical Engineer.
- 41 Take photographs of the main, excavation, services, and spoil prior to backfilling.
- 42 In the event of water entering the excavation, this is deemed to be sea water and therefore the water will be pumped out over ground at a safe distance away from the excavation/trial hole.
- 43 Dewater the excavation with pumps. The discharge location for dewatering will be agreed with DCWW.
- 44 All open excavations must be guarded by pedestrian barriers, to prevent personnel or pedestrians falling into the excavation.
- 45 Maintain good housekeeping throughout the duration of the work.
- 46 Any visitors to site will be requested to report to the site office, or to contact Dai Roberts, Project Co-ordinator, Dwr Cymru Welsh Water.

Backfill of Trial Holes/Pipe Weights

- 47 The excavated material will be reused to backfill the excavation(s).
- 48 Compact the previously excavated material in layers not exceeding 150mm thick.

- 49 Care must be taken when backfilling and compacting around the existing main.
- 50 Backfill the excavation to completion on the beach.

Installation of Pipe Weights

- 51 The ground conditions of the 1st trial hole will be assessed on the day and if the DCWW designer agrees works can continue with anchor block collar installations at 3m centres.
- 52 A typical pipe weight is shown as below.



- 53 The pipe weights will be brought to site and stored within the site compound.
- 54 The tracked dumper will be loaded with a pipe weight and this will be brought to the work area.
- 55 A start point for the first pipe weight will be advised by the DCWW designer.
- 56 Carry out a CAT survey of the proposed excavation area to locate all identified underground services and unidentified underground services which may be present.
- 57 YBL Foreman to issue 'Permit to Dig' prior to the commencement of excavating works.

- 58 DCWW to issue '**Certificate of Isolation**'. Permit to be signed and received by YBL Site Foreman.
- 59 Excavator operator to hold a valid CPCS card. Evidence to be maintained within the site documentation.
- 60 **The only item of mechanical plant allowed on the beach is the excavator.**
- 61 If services are expected to be present within the excavation, locate by **HAND DIG ONLY**, using non-pointed tools prior to mechanical excavation.
- 62 The depth, diameter and type of services are to be recorded for future reference.
- 63 If services are not present, or have been located, proceed with mechanical excavating works.
- 64 A qualified and experienced banksman to control the excavating works at all times.
- 65 Monitor and record the ground conditions and water table level as the excavation proceeds.
- 66 Load all excavated material into a temporary stockpile. Stockpiles are to be maintained a safe distance from the excavation.
- 67 Edge protection will be maintained around the excavation at all times to prevent personnel & machinery falling into the open excavation.
- 68 A CPCS qualified signaller will control all plant movement at all times. A full time banksman will be required when carrying out any excavation works.
- 69 Expose and clear the existing main by **HAND DIG ONLY**, using non-pointed tools.
- 70 In the event of water entering the excavation, this is deemed to be sea water and therefore the water will be pumped out over ground at a safe distance away from the excavation/trial hole.
- 71 Dewater the excavation with pumps. The discharge location for dewatering will be agreed with DCWW.
- 72 All open excavations must be guarded by pedestrian barriers, to prevent personnel or pedestrians falling into the excavation.
- 73 A pipe weight will be lowered into the excavation and fixed into position.
- 74 Backfill will be as per above.

7.0 Emergency Procedures

Emergency procedures to be highlighted during induction training.

Mobile telephones will be available on site and may be used in the event of an emergency. Emergency service numbers for the local area will be maintained within site documentation.

First aid facilities will be maintained in the work place transport.

Any accidents or near misses to be reported to DCWW and Young Bros.

The nearest hospital is **Bronglais Hospital, Caradoc Road, Aberystwyth SY23 1ER**. The route to the nearest hospital will be maintained within site documentation.

First aid facilities will be available in the works transport vehicle and site office.

DCWW Rule of 2 and escalation process to be followed should there be any issues with the existing main during the works. Keep away from the excavation, DCWW Capital & DCWW Operations, to be contacted immediately to enable a certificate of isolation to be issued.

8.0 Environmental Considerations

All static plant to be placed in trip trays to prevent spillages.

Use funnels to refuel plant and equipment.

At no point is any of the plant & equipment to be refuelled on the beach

An emergency spill kit will be maintained on site consisting of a boom, absorbent granules and absorbent pads.

Environmental tool box talks will be maintained in the Site Health, Safety and Environmental file.

All environmental considerations will be assessed by the Contracts Manager and Site Foreman throughout the duration of the contract.

Young Bros

Llangrannog Beach - Trial Pits

RISK ASSESSMENT

(C) CONSEQUENCE (F) FREQUENCY (RR) RISK RATING

1. Negligible/No effect	1. Negligible	1 - 4	Low
2. Minor Injuries	2. Unlikely	5 - 8	Medium
3. Major Injuries	3. Likely	9 - 12	High
4. Fatalities	4. Probable	13 - 16	Intolerable

} WORK MUST
NOT START

HAZARD	CAUSE/RISK	EFFECT	Before Control			CONTROL	After Control			
			(C)	(F)	(RR)		(C)	(F)	(RR)	Risk
Collision with services during trial pit excavations	Mechanical equipment damaging existing underground services i.e.. Water, gas, electricity, telecom etc.	Risk of serious injury incurred by explosion/electric shock. Inconvenience to members of the public.	4	3	12	DCWW to provide information on all underground services on site. Check these drawings for the position of underground services. CAT scan entire area prior to any mechanical excavation or directional drilling. If services are detected, Hand Dig only with no sharp/pointed hand tools. Permanent banksman supervision.	4	2	8	M E D I U M
Collision with overhead services	Mechanical plant and equipment hitting or working too close to overhead power lines	Risk of serious injury incurred by explosion/electric shock. Inconvenience to members of the public.	4	3	12	Overhead services have been identified on site. Erect goalposts with bunting tape where overhead power lines are close to or within the working area. If necessary arrange a site meeting with the service provider for advise and the possibility of isolating the affected overhead services.	4	2	8	M E D I U M
Collision with other vehicles, plant or equipment.	Injury to operatives or members of the public with vehicles whilst working on or adjacent to the public highway.	Serious injury and possible death.	4	3	12	Erect warning signs on the carriageway to inform road users of construction works and site access. A banksman will assist delivery vehicles if reversing is required. All site operatives to wear high visibility waistcoats.	4	2	8	M E D I U M
Excavation of trial pits/slip trenches	Collapse of excavation. Falling into deep excavations	Serious injury and possible death	4	3	12	Excavation up to 2.500mm are anticipated. Batter edges of trench excavation to a safe angle of repose (45 degrees). Monitor ground conditions as work proceeds.	4	2	8	M E D I U M

Lifting Operations	Uncontrolled lifting of load causing failure of lifting appliances or equipment.	Dropping/lifting load in a unsafe manner, uncontrolled slewing causing collision with plant or operatives.	4	3	12	All lifting equipment to have current test or inspection certificates. Test and inspection certificates to be maintained on site. Trained slinger/signaller to assist with lifting operations. Jordan Jones is an appointed lifting person.	4	2	8	M E D I U M
Working on a construction site	Moving and lifting of plant and equipment.	Being struck by moving plant, equipment and lorries. Tripping and falling over equipment left laying around. Falling into open excavations.	4	3	12	Isolate pedestrian areas from vehicle / plant movement areas using pedestrian barriers. Erect signs, barriers and edge protection to all open excavations. Protect openings, adopt good house keeping methods. Ensure all personnel have received induction training. Wear PPE at all times, this must include as a minimum: Helmet, Safety Boots, Gloves and Hi Vis Vest / Jacket.	4	2	8	M E D I U M
General public.	General public (usually children) gaining access to the site causing injury to themselves.	Possible injury or even death due to falling, tripping and other accidents, mainly due to the ignorance of the dangers of working on a construction site.	4	4	16	All open excavations to be made safe at the end of each working shift, using temporary fencing. Provide signs to highlight the dangers present. Remove keys from all plant and equipment. Erect temporary fencing to completely bound open excavations.	4	2	8	M E D I U M
Falling and tripping	Falls into open excavations due to lack of edge protection and poor house keeping.	Serious injury	3	3	9	Temporary fencing with warning signs to isolate any open excavations. A handrail will be fixed to the shoring equipment to prevent personnel falling into open excavations. Backfill open excavations when ever possible to mitigate the possibility of falling.	3	2	6	M E D I U M
Manual handling	Repetitive, heavy or poor handling techniques	Back or muscular strain	2	4	8	Only operatives trained in manual handling to carry out activities. Individual capabilities should be assessed by Supervisors on site. Mechanical plant will be available on site to carry out lifting operations. Weight to be assessed, assistance to be provided for lifts over 25kg. Supervisors to monitor manual handling techniques and ensure physical and mechanical lifts are not exceeded. Refer to the YBL employee handbook.	2	3	6	M E D I U M
Noise	Use of plant and equipment, piling operations	Permanent damage to hearing of operatives and supervisors. Inconvenience to members of the public.	2	4	8	Operatives to receive Toolbox Talk Re: Noise. Carry out noise assessments and record. Noise may exceed first level action level. Ear protection zone to be designated in the area of 10 metres directly surrounding piling operations. Hearing protection (to BS EN 352 Pt3) must be maintained in good order. Carry out regular inspections of ear protection, any defects to be reported.	2	3	6	M E D I U M

Vibration	Use of hand tools and equipment. Working on concrete pours	Hand and arm vibration syndrome (HAVS), vibration white finger.	2	4	8	See vibration action chart for exposure levels. When using vibration type tools, remember to change at regular intervals to reduce exposure.	2	3	6	M E D I U M
Use of chemicals or hazardous substances (COSHH)	Serious burns, injuries or death.	Damage to eyes, skin or internal organs.	3	3	9	COSHH assessments to be maintained in the site office. Ensure the COSHH assessments are read and understood prior to use. Personal protective equipment will be available on site for use as required.	3	2	6	M E D I U M
Small Tools	Electrocution of operator due to faulty or incorrect type equipment. Injury from flying debris. Damage to hearing	Electrocution causing injury of possible death. Damage to eyes. Prolonged use may cause Vibration White Finger. Small tools may exceed first or second action level db(a)	4	3	12	Ensure all necessary guards are in place. Small tools to be P.A.T tested prior to use. 110v or battery operated tools only. Portable power leads to be in good condition. PPE will be available on site for the safe use of all small tools & equipment. All operatives using abrasive wheels to have abrasive wheel training.	4	1	4	L O W
Working on live sewers - Leptospirosis (Weils disease).	Contact with urine from infected rats.	Flu-like symptoms, which can lead to headaches and vomiting. In rare cases the disease can be fatal.	2	4	8	Wear gloves whilst working on site. Wash cuts and grazes immediately and cover with waterproof plasters. Inform your supervisor and doctor if you are suffering from any symptoms. Refer to HSE Leptospirosis booklet.	2	2	4	L O W
Use of plant, tools and equipment on sites. Use of materials	Use of Personnel Protective Equipment (PPE)	Damage to eyes, hearing, head, hands and feet. Respiratory problems etc	3	3	9	PPE equipment will be maintained on site for use as identified. PPE must comply with the following standards:- Goggles to BS EN 16611995 Hearing Muffs to BS EN 352 Pt 3 Dust Masks to FFP25 Gloves Impervious PVC to EN 428 Gloves Polyimide Palm Coated to EN 420 Head Protection to BS EN 397 JSP/Extension for Protection to BS EN 345	3	1	3	L O W
Environmental, Pollution during trial hole works.	Pollution of beach	Damage to the environment including killing fish and plants.	3	3	9	All diesel bowzers to be twin walled. Refuel plant in designated areas away from beach or surface water drains. Emergency spill kits and granules to be maintained on site. Provide drip trays for pumps and generators. Obtain a permit to pump prior to any pumping operations commencing.	3	1	3	L O W

Person completing assessment : Paul Morgan

Date : 01.11.19



Covid 19 - Risk Mitigation for Contracting and/or Spreading the Covid 19 Virus

RISK ASSESSMENT

(C) CONSEQUENCE (F) FREQUENCY (RR) RISK RATING

- | | | | |
|-------------------------|---------------|---------|-------------|
| 1. Negligible/No effect | 1. Negligible | 1 - 4 | Low |
| 2. Minor Injuries | 2. Unlikely | 5 - 8 | Medium |
| 3. Major Injuries | 3. Likely | 9 - 12 | High |
| 4. Fatalities | 4. Probable | 13 - 16 | Intolerable |

} WORK MUST
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HAZARD	CAUSE/RISK	EFFECT	Before Control			CONTROL	After Control			
			(C)	(F)	(RR)		(C)	(F)	(RR)	Risk
COVID-19 contraction and transmittal	Potential for catching or spreading of COVID-19 virus	Death, serious breathing disorder to mild flu like symptoms	4	3	12	- The latest government campaign posters will be displayed in the welfare areas and in suitable places around site. - Toolbox talks will be carried out for all personnel on site, warning them of the risks posed by the virus as well as the control measures outlined in this assessment and from government guidance. This will include informing personnel of the known symptoms. - We will continually adopt and review new government / World Health Organisation guidance as and when it is available. - Employees have been made aware of the importance of our services to industries that are critical to the success of the United Kingdom in managing this issue. They have also been made aware that the way in which we conduct ourselves, has potential for impact. Not only locally but to the national effort. - Employees will be told to self isolate for 14 days should they find they have a new, persistent cough and/or a high temperature. - Should employees disclose that others living with them are self isolating, they should do the same for 14 days as per Government guidance	4	2	8	M E D I U M

HAZARD	CAUSE/RISK	EFFECT	Before Control			CONTROL	After Control			
			(C)	(F)	(RR)		(C)	(F)	(RR)	Risk

COVID-19 contraction or transmittal through travel to and from construction sites; and use of operated plant	Potential for catching or spreading of COVID-19 virus	Death, serious breathing disorder to mild flu like symptoms	4	3	12	Young Bros recognise that use of transport vehicles and cabbled plant items are crucial in being able to provide essential services for DCWW. - All drivers will carry a 'provision of services' letter issued by DCWW and Young Bros. - Vehicles shall be, so far as reasonably practicable, be used by 1 employee only in order to maintain appropriate social distancing. Government guidelines to be followed. - Enhanced personal hygiene must be employed after driving to / from a place of work. Drivers must ensure that they wash hands properly and apply antibacterial hand gel before touching anything. - Vehicles must be maintained to the highest attainable level of hygiene. This is also required under our Dwr Cymru Welsh Water protocols. - Good personal hygiene is especially important before eating, drinking or going to the toilet. - Regularly clean the inside of vehicle and plant cabs and between use by different drivers / operators.	4	2	8	M E D I U M
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HAZARD	CAUSE/RISK	EFFECT	Before Control			CONTROL	After Control			
			(C)	(F)	(RR)		(C)	(F)	(RR)	Risk
COVID-19 contraction or transmittal through working on site (including main office and site offices) and with others	Potential for catching or spreading of COVID-19 virus	Death, serious breathing disorder to mild flu like symptoms	4	3	12	• Employees to maintain, so far as reasonably practicable, appropriate social distancing protocols. No person should be within 2 metres of another person as it increases the possibility of contraction and/or transmittal of the Covid-19 virus. • It is however recognised that there may be situations where it is not possible for workers to distance themselves from each other by 2 metres. Only carry out tasks where it is absolutely essential to work within 2 metres for short periods on time and avoid touch as all reasonable measure. • Non-essential physical work that requires close contact between workers should not be undertaken. • Work requiring skin to skin contact should not be undertaken. • Plan all other work to minimise contact between workers • All employees have been instructed to minimise contact with deliveries and all consignment notes are handled with gloves. They will be scanned, and originals destroyed. • Re-usable PPE should be thoroughly cleaned after use and not shared between workers. Single use PPE should be disposed of so that it cannot be reused • A cleaning schedule will be implemented throughout the sites and offices, ensuring that work surfaces, door handles, taps etc. are all thoroughly cleaned with an antibacterial cleaning substance. • Additional cleaning / infection control requirements outlined by the client will be carried out. Any further advice, guidance or requirement specified by the client will be adhered to.	4	2	8	M E D I U M

HAZARD	CAUSE/RISK	EFFECT	Before Control			CONTROL	After Control			
			(C)	(F)	(RR)		(C)	(F)	(RR)	Risk
COVID-19 contraction or transmittal whilst using on-site welfare facilities.	Potential for catching or spreading of COVID-19	Death, serious breathing disorder to mild flu like symptoms	4	3	12	- Welfare facilities will contain suitable levels of soap and antibacterial gel. - Employees are instructed to wash hands with soap regularly and thoroughly, for at least 20 seconds. - Employees are instructed to use antibacterial hand gel after washing hands. - Employees are instructed to use disposable tissue if coughing or sneezing and to then then place the used tissue in the bin before washing hands. - Employees are reminded to not touch their eyes, nose or mouth at any time, until they have been able to wash and sanitise. - Break times should be staggered to reduce congestion and contact at all times. - Hand cleaning facilities or hand sanitiser will be available at the entrance of any room where people eat and should be used by workers when entering and leaving the area. - Staff should be asked to bring preprepared meals and refillable drinking bottles from home. - Workers should sit a minimum of 2 metres apart from each other whilst eating and avoid all contact. - Tables should be cleaned between each use. - All rubbish should be put straight in the bin and not left for someone else to clear up. - Dedicated eating areas should be identified on site to minimise contamination.	4	2	8	M E D I U M

Person completing assessment: _____ Date: _____