

<b>Safety Task Card</b>		
<b>MAN99b Social Distancing Checklist (Non-catering)</b>		
<b>Social Distancing Checklist – Non-healthcare sites</b> Refer to Compass Social Distancing Operational Guidelines.		
<b>Consideration</b>	<b>Y / N N/A</b>	
1. Personal hygiene and handwashing procedures have been reinforced with all team members		
2. Handwashing facilities available including soap and disposable hand towels		
3. Disposable gloves available and worn where required by risk assessment or COSHH Product Assessment		
4. Disposable gloves worn when tools, equipment and vehicles are shared by different operatives		
5. Work areas and activities have been reviewed to provide 2m separation between colleagues where possible		
6. Restricted space areas such as plant rooms and cleaning cupboards have limited access and are locked at all times. Single person access at any time.		
7. Social distancing signage in place		
8. Tools and equipment are cleaned and sanitised after use		
9. Floor markings used to ensure 2m separation where there might be queuing e.g. reception areas, security gates		
10. Touch points are frequently cleaned and sanitised e.g. key pads, doors plates, door handles, keyboards, CCTV controls, alarm panels, trolleys, tools, delivery vehicle controls		
11. Cleaning and maintenance activities only happening when areas are vacated by building users where possible		
12. Contractor induction processes amended to advise of site social distancing procedures		
<b>Site Specific Actions</b>		
List any actions required in addition to the above safe system of work		
The above control measures are implemented within my unit. All relevant staff are aware of these control measures and this is recorded in the training record for this safety task card.		
Unit Manager Name	Signed	Date

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<b>Safety Card Training Record</b>		
<b>MAN99a Social Distancing (Non-catering)</b>		
I confirm that I fully understand the control measures associated with the task and that I will follow the Safe System of Work at all times.		
Operative Name	Signature	Date

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