

Risk assessment: Covid 19 infection

Name: Lincoln's Inn

Assessment carried out by: N Bracey,
Phil Ardley

Date of next review: 02 July 22

Date assessment was carried out: 02
Dec 2021

This risk assessment relates to the hazard of transmission of Covid-19 on the Lincoln's Inn estate. It covers the responsibilities of the Inn in relation to visitors, tenants and contractors on the estate's grounds and common parts of buildings. It does not address risks once persons have entered demised areas. It is based on current Government guidance. It will be kept under review as this change and in the light of changing operational requirements.

Estate overview. Daily cleaning of internal and external areas continues, including enhanced sanitation of high touch areas in common areas across all properties. Refuse continues to be collected daily. Signage has been deployed and the provision of further signage is in hand. A free standing 'no touch' hand sanitising station has been provided at the main entrance to the estate.

What are the hazards and who might be harmed?	What are you already doing to control the risks?	What further action do you need to take to control the risks? Who needs to carry out the action and when?
<p>1.</p> <p>CONTRACTING COVID-19 VIRUS</p> <p><i>All coming to site</i></p>	<p>Providing hand sanitising station for use by all at the main estate entrance,</p> <p>Providing reminders of the need to maintain distancing at the site entrance and on signage around the estate.</p>	<p>Provide additional up to date signage:</p> <p>Chief Porter</p>
<p>2. Travel to work</p> <p><i>All coming to site</i></p>	<p>Enabling travel to site by car by providing free parking for employees.</p>	<p>Continue to assess and review.</p> <p><i>Executive Team and Chief Porter - ongoing</i></p>
<p>3. Transmission via building fixtures, fittings and equipment</p> <p><i>A risk for employees, contractors and visitors</i></p>	<p>Encouraging and providing for frequent hand washing and use of hand sanitiser</p> <p>Daily cleaning including sanitising of door handles and stair banisters</p> <p>Provide signage to indicate that whilst enhanced cleaning in place, handwashing remains an important control measure.</p>	<p>Continue to monitor and review.</p> <p>Chief porter</p>
<p>4. Close contact in communal spaces</p>	<p>Positioning signage at the site entrance and elsewhere reminding those on site of the need to maintain a distance of 2m.</p>	<p>Estates Department to ensure that artificial ventilation in common areas is maintained and used in line with good practice.</p>

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All employees, contractors and visitors	Provide additional signage for lifts stating they should be used by only 1 person at a time. Provide additional signage for common toilets - signage to state limit to 1 person at a time Maximise ventilation, ensure all windows above ground level are open If HVAC is in the common area, follow CIBSE guidance	

