

Catalyst Safety

health & safety specialists

# Covid-19 Compliance Audit Specification

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## Introduction

Everyone is well aware of Covid-19 and the impact it is having on work, employees, clients and customers. The current variant may, in some ways, be less severe, and as a result most Covid related legal requirements have been removed. However, further variants are likely, some of which may be more transmissible or cause more severe illness.

Therefore, it is important to remain vigilant and decide which controls your business should continue to follow to ensure that your workplaces remain safe for your employees, clients and customers. There is an increasing likelihood that there will be another pandemic in the future and therefore the lessons learned from Covid-19 will not be wasted and will put businesses in a stronger position should this happen.

The main legal requirement for all businesses is that they complete a risk assessment which includes Covid-19 and then implement the control measures. Health and safety law requires that you:

- Protect the health and safety of employees and others who may be affected by your activities (Health and Safety at Work etc Act 1974, Sections 2 and 3).
- Assess the risks to the health and safety of employees and others who may be affected (The Management of Health and Safety at Work Regulations 1999, Regulation 3).

This risk assessment should be documented, implemented and then the control measures monitored and reviewed to ensure that the assessment remains valid, taking account of any changes to your business, work practices and workplaces.



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## Compliance Audit

We offer a Compliance Audit which will:

- Look at your organisations activities and the risks presented by Covid-19 to your business, people, clients and customers.
- Work with you to understand your working model in relation to Covid-19, both now and going forward.
- Evaluate compliance with the current government guidance for your sector.

## Method

The audit will be conducted by a consultant who is experienced in the work completed by your organisation. All decisions made will be evidence based, e.g. supported by physical observations, photographs/videos and the records available. The following key areas will be considered:

Workplace	People
Workplace design and layout	Protecting those at higher risk
Ventilation	Managing contact with people (if relevant)
Work patterns	Using face coverings (where and when)
Crowded and confined spaces	Policy in relation to those testing positive
Cleaning and hygiene	Homeworking policy
Re-occupation/Returning to work	Mobile workers

The process will be completed as follows:

- Consultant is matched to the job based around the type of organisation and their experience.
- Appointment arranged around key managers availability, as they understand your business operates.
- Information requested in advance of the site visit so the consultant can prepare and to ensure effective use of the time available.
- A physical assessment is completed in relation to all areas and activities under your control.
- All key risk areas and the associated risk controls will be reviewed (see table above).
- All key documentation is identified and evaluated; this will include training records.
- Work activities with significant risk will be identified and the control measures evaluated.
- We will measure existing risk controls against the following criteria: likelihood of spread and ill-health, personal injury claim, enforcement action and level of compliance with legislation.
- While on site we will inform you of any immediate improvements and agree interim controls.
- A report will be prepared which documents the existing workplace risk controls and how you are currently complying with legislation and official guidance.
- This includes a prioritised Action Plan identifying practical and cost-effective improvement.
- The actions can also be managed via our online compliance management tool, where records can also be stored and managed.
- We can assist you in planning and implementing actions to ensure effective use of resources.



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## Further Assistance

We can also assist with the following:

- Covid-19 self-assessment programmes to cover multiple sites and properties.
- Mobile working risk assessments.
- Homeworking assessments.
- Guidance in relation to issues affecting your business.
- Infection Control Audits and policy development in relation all relevant infections which may affect your business.

## Further Information

For further information please contact [info@catalystsafety.co.uk](mailto:info@catalystsafety.co.uk) or call 07973 736 967.

Catalyst Strategic Safety Management delivers solutions to all your health and safety risk management needs, including the following:



### Health & Safety

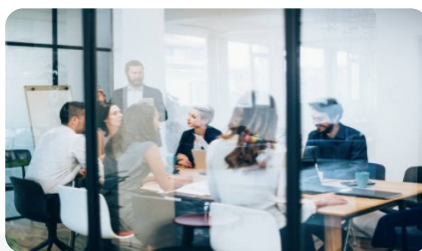
- Business Review
- Risk Assessments
- CDM
- Accident Investigation
- Expert Witness
- Policy Development
- ISO45001 Evaluation

### Fire Safety

- Fire Risk Assessment
- Fire Strategy
- Passive Surveys
- Fire Engineering

### Asbestos

- Asbestos Management Surveys
- R&D Surveys
- Project Management



### Legionella

- Legionella Assessments
- Compliance Audits

### Training

- Accredited NEBOSH and IOSH training
- Business specific training

### Covid/Infection Control

- Compliance Audits
- Policy Development
- Guidance



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**To discuss this specification further,  
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