

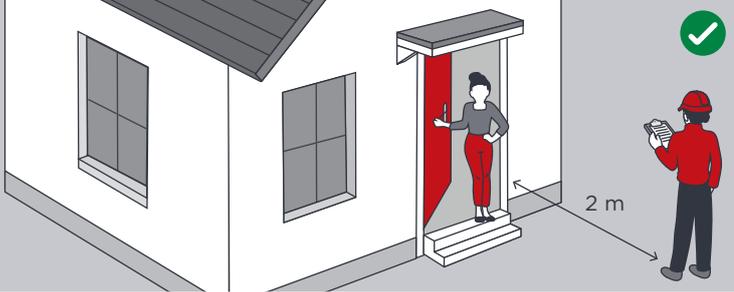
# COVID-19 Safe Working Checklist for CompetentRoofer Contractors



## 1. BEFORE STARTING WORK

[www.competentroofer.co.uk](http://www.competentroofer.co.uk)

DO

- ✔ Before setting off, check whether anyone in the house is self-isolating
- ✔ Explain to your customer how you plan to work safely
- ✔ If discussing works face-to-face, keep 2 m distance and do this outside if possible
- ✔ Go through the Government “**Staying COVID-19 Secure in 2020**” checklist



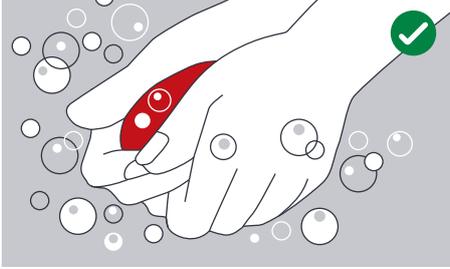
✘ **DON'T** start work if someone is self-isolating

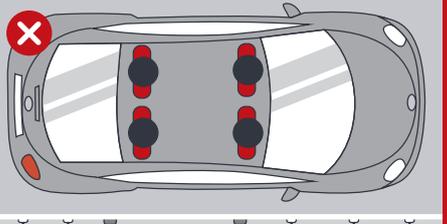
DON'T

## 2. PLANNING YOUR JOURNEY

DO

- ✔ Avoid public transport if possible
- ✔ Check if there is enough parking for multiple vehicles
- ✔ Ensure, you and your team clean hands with hand sanitiser before getting into any vehicle
- ✔ Make sure that, if workers are sharing a vehicle for more than one journey, then these are with the same person
- ✔ Open the windows when travelling
- ✔ Make sure you and your team wash your hands for 20 seconds with hand sanitiser before exiting your vehicle



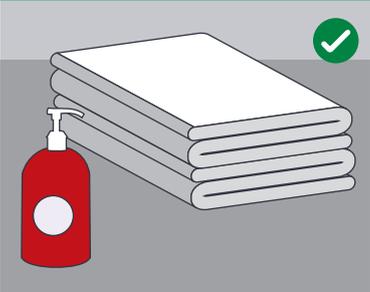
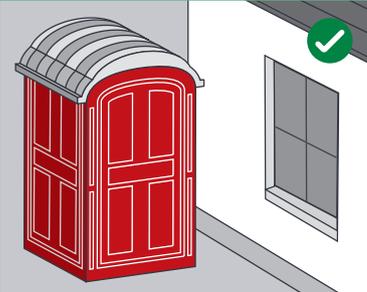




✘ **DON'T** use public transport unless absolutely necessary

DON'T

## 3. TOILET FACILITIES

DO


- ✔ Agree a suitable and safe process with the customer, if using their toilet
- ✔ Provide your own soap and towels
- ✔ Consider whether you need a portable toilet. If so:
  - Check you have permission to place it on site
  - Make sure your portable toilet is cleaned and emptied regularly
- ✔ Ensure you can adequately wash or sanitise your hands before and after using the toilet
- ✔ Check whether you need to provide rubbish bins for hand towels and sanitiser bottles



✘ **DON'T** assume you can use the toilet facilities at the location. Ask!

DON'T

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## 4. LUNCH AND TEA BREAKS

[www.competentroofer.co.uk](http://www.competentroofer.co.uk)

DO

- ✔ Prepare by taking your own food and drink to work
- ✔ Eat in the open air if the weather allows it
- ✔ Clean hands before and after eating
- ✔ Clear all surfaces and controls that have been touched, if eating in vehicle, before leaving
- ✔ Clear away food waste and take it home with you

DON'T

- ✘ **DON'T** use local shops unless you must
- ✘ **DON'T** take breaks inside the house
- ✘ **DON'T** put food waste in skips

## 5. DURING THE WORKING DAY

DO

- ✔ Ensure all workers maintain two metres distance as much as you can
- ✔ Re-arrange jobs to enable them to be done by one person at a time, if possible
- ✔ Minimise the frequency and time workers are within two metre of each other and ensure correct PPE is used, if this is not possible then rearrange tasks
- ✔ Encourage workers to work side by side, or face away from each other, rather than face-to-face
- ✔ Reduce the number of workers involved
- ✔ Avoid skin-to-skin and face-to-face contact
- ✔ Clean common touch points (tools, equipment, materials, scaffolding, and ladders etc) regularly
- ✔ Ensure there is enough ventilation when working in lofts
- ✔ Use a gin wheel pulley or electric hoist to avoid workers coming into contact
- ✔ Encourage workers to regularly wash or sanitise their hands before or after using equipment
- ✔ Review how workers and materials get to site. Think about whether you need an internal stair, or whether you need to agree a suitable safe process with your customer
- ✔ Clean all PPE thoroughly after use

DON'T

- ✘ **DON'T** share PPE between workers