

Yusuf Hamied Department of Chemistry: Risk assessment for operating in the time of COVID-19

Risks

1. The key risk is the transmission of COVID-19 between those working in the Department.
2. There is also a risk that those working in the Department will be infected during their journeys to and from work.

Key steps to mitigate these risks

1. The general procedures for work in the Department are set out in the document *Department of Chemistry: general procedures for operating* which is posted on the COVID-19 pages of the Departmental website (click [here](#))
2. Clear signage around the Department indicating the one-way system, the need to maintain social distance and the need for frequent handwashing.
3. Provision of disinfectant gel and spray throughout the building.
4. Adherence to social distancing rules, the one-way system, and the use of face coverings as specified in the Department's general operating procedures.
5. Enhanced protection (e.g. screens, floor markings) for areas where frequent face-to-face contact is expected.
6. Lifts not be used unless goods are being transported or the person is unable to use the stairs.
7. Enhanced cleaning and sanitizing regimen; attention to the need for good ventilation.
8. Participation in, and compliance with, such asymptomatic testing as may be available to each individual (e.g. PCR tests, LFTs).
9. Individual assessments for the use and occupancy of particular offices and laboratories according to the University's *Ventilation Risk Assessment Tool* (click [here](#)). Usage is only permitted if the tool returns a 'low' risk for the intended use, and the constraints that apply to a particular office or laboratory must be clearly posted.
10. Clear and effective protocol for dealing with those showing symptoms or who have tested positive or who have a household member with symptoms or a positive test (see below)

Protocol for suspected/confirmed infection

1. Anyone who develops symptoms of COVID-19 must request a swab (PCR) test by following the instructions on the University website (click [here](#)). Those who have requested a test should inform their line manager or PI.
2. If a member of the Department receives a positive test they should immediately pass on this information to the Senior Team by emailing covid@ch.cam.ac.uk. The relevant line manager or PI should also be informed by email, text or phone, as appropriate. Once an email has been sent to this address you should expect an acknowledgement within 2 hours. If this is not forthcoming, then you should call James Keeler directly on 07590 503753 or, if there is no reply, Marita Walsh on 07870 295306.
3. If a member of your household has COVID symptoms, or you have been identified as a close contact by NHS Track and Trace, you should not come to work but should follow the current isolation procedures (detailed [here](#)).