

Coronavirus (COVID-19) return to work checklist

	Yes	No	N/A
Support - Do I have a H&S competent person to help me through implementing controls and ongoing future guidance?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the company policy been reviewed and still remains appropriate to the operations (only applies to companies with 5 or more employees)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have I reviewed my first aid arrangements, including valid certification for first aiders and do I need to share resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the HSE law poster still on display and are contact details still valid?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have my RAMS / safe systems of work been reviewed and now include additional COVID measures?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Do I need to re-communicate any information to my workforce and have a forum for consultation as guidance changes?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are my insurances still valid and has there been any further info from my insurers that I need to consider?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do I need to provide any more training at this time and re-communicate this information through induction or toolbox talks?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Do I need to amend my welfare and cleaning arrangements on site / within the premises?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do I have an effective incident reporting mechanism to ensure concerns, accidents and ill-health can be reported and rectified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Am I able to implement social distancing whilst on site / in the office?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Can all tools / equipment be used safely and have received their statutory inspection where required?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does access / egress remain safe and do I need to stagger any start / finish times or shifts?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do I need to consider any further amendments or information communicated in regards to staff travelling to site / office?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do I have emergency plans in place and know what to do in the event of a confirmed or suspected COVID case at work?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>