

Coronavirus (COVID-19) Site welfare provisions

How to Guide: What you need to know



Skanska UK Standards

Canteens and eating arrangements.

Whilst there is a requirement to provide a means of heating food and making hot drinks, these are exceptional circumstances and where it is not possible to introduce means of keeping equipment clean between use, kettles, microwaves, fridges etc must be removed from use.

- Ensure the workforce stay on site once they have entered it and do not use local shops.
- Identify dedicated eating areas to reduce food waste and contamination.
- Provide hand cleaning facilities or hand sanitiser at the entrance of any room where people eat. Ensure this is used by all persons entering/leaving.
- Make sure seating is spaced to maintain a 2m distance between persons using the facility. Consider removing seats from fixed benching if necessary.
- Where catering is provided ensure it is pre-prepared and wrapped food only and payment taken by contactless card. Provide no crockery, eating utensils, cups etc for people to use.
- Increase the drinking water provision ensuring enhanced cleaning measures are in place for the taps.

Changing facilities, showers and drying rooms.

- Based on the size of the facility, determine how many people can use it at any one time to maintain a distance of 2m.
- Ensure suitable and sufficient rubbish bins in these areas are in place with regular removal and disposal of waste.
- Negate the risk of individuals coming into contact with drying clothing belonging to others.

Hand washing.

- Provide additional hand washing facilities to the usual welfare areas to safely manage the numbers of personnel on site and the spread of the work activities.
- Ensure soap and fresh water is always readily available and kept topped up.
- Provide disposable paper hand towels in preference to using hand dryers, where possible.
- Provide a 60%+ alcohol-based hand sanitiser where hand washing facilities are unavailable.
- All delivery drivers must have access to welfare facilities on our projects for hand washing.

Toilet facilities.

- Based on the size of the facility, determine how many people can use the area at any one time to maintain a distance of 2m.
- Avoid portable toilets wherever possible. If using them is unavoidable ensure these are emptied and cleaned more frequently.

Roles & Responsibilities

Operations Director:

Ensure that suitable arrangements and resources are in place to satisfy the Skanska UK standard and control measures.

Project Directors/General Managers:

Ensure that all personnel for whom they are responsible are aware of requirements within this guidance.

Site Managers/Construction Supervisors:

Communicate relevant information within this guidance to those undertaking work

Make sure, within their areas of responsibility, that there is a risk assessment in place for all activities (accompanied by a safe system of work where required).

Operatives:

Take reasonable care of themselves, their colleagues, contractors and others, comply with health and safety instructions and procedures provided for the purposes of ensuring their health, safety and welfare.

Not interfere with, or intentionally misuse anything provided in the interests of health and safety, including items of personal protective equipment.

Key Hazards:

Transmission and spread of the Coronavirus (COVID-19)

Signage Catalogue:

Link to Skanska's COVID 19 signage catalogue for all Best Practice signage



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Control Measures:

All persons are to maintain a social distance of a minimum of 2m from any other person when accessing/using any of the site's welfare provisions.

Canteens and eating arrangements:

- Breaks should be staggered to reduce congestion.
- The workforce should be asked to bring pre-prepared meals and refillable drinks bottles from home.
- Tables and seating areas should be cleaned after each use.
- All rubbish to be put straight in bins and not left for someone else to clear up.
- All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines and payment devices.
- Where possible provide different entrance and exit points.

Changing facilities, showers and drying rooms:

- Introduce staggered start and finish times to reduce congestion at all times.
- Introduce enhanced cleaning of all facilities throughout each shift and at the end of the day.

Hand washing:

- All hand washing areas must be regularly cleaned and supplies of soap and sanitiser maintained.
- Provide suitable and sufficient rubbish bins for hand towels with regular waste removal and disposal.
- Securely store all extra supplies of soap, hand sanitiser and paper towels to prevent unauthorised removal.
- Hand towels are to be used in preference to hand dryers (mechanical hand dryers should be turned off wherever possible)

Toilet facilities:

- Ensure all persons are informed to wash hands before and after using the facilities.
- To restrict the numbers using the facility at any one time consider using the services of a welfare attendant or similar.
- Enhance cleaning regimes particularly door handles, locks and toilet flushes.
- Provide suitable and sufficient rubbish bins for hand towels with regular waste removal and disposal.

Best Practice Examples:



Linked Documents

- [COVID 19 PPE Standard-rev 2](#)
- [COVID 19 Travel Standard-rev 4](#)
- [Skanska UK COVID-19 Guideline](#)
- [EHS004 COVID 19 business sustainability protection of staff and workforce risk assessment-revision 5](#)
- [COVID-19 premises shutdown checklist](#)
- [COVID-19-premises-reopening-checklist](#)
- [COVID 19 checklist for locations remaining open v4](#)
- [COVID 19 - Advice for First aiders TBT](#)
- [How to Guide - Site Movement](#)

Further Guidance:

- [OneSkanska COVID-19 Information](#)
- [HSW Specific COVID-19 Guidance](#)
- [Government Guidance](#)