

Health & Safety Covid-19 Site Risk Assessment

Is there an MoH Public Health Order covering the work?	Yes Vaccination Required	No Continue with assessment
Does the Client or Building Owner have a mandatory vaccination policy?	Yes Vaccination Required	No Continue with assessment

A. Location

1	2	3	4	5
No public present	Public facing (potential for contact) External Customers	Private home	Prison or similar	Rest Home or Hospital Remote or vulnerable location ie. offshore

B. People

1	2	3	4	5
Usual coworker work bubble	Visitors/drivers >2m	Occasional Labour hire Occasional Contractors occasional interface with other work teams	High Labour hire High with Contractors Shared use of work facilities	At risk workers (health conditions, age) in the Team Member of Public Regular interface with different teams

C. Ventilation

1	2	3	4	5
Outdoors	Physical barrier	Indoors but in separate rooms	Indoors open windows Fresh air ventilation system	Recirculating Airconditioning only In same room

D. How work is done

1	2	3	4	5
Lone worker	>2m all times from work group	>1m all times	<1m in work bubble	<1m others (subs, public etc)

Risk Assessment guidance-

If the risk assessment score reaches 10 or above vaccination is required
 If column B (People) is rated as a 4 or higher = vaccination is required
 If column D (How the work is done) is rated as a 4 or higher = vaccination is required

Controls based upon Risk Score		
Low (<7)	Medium (7 to 9)	High (10 or above)
Hygiene	Hygiene	Hygiene
Track and tracing	Track and tracing	Track and tracing
Mask wearing (if public facing potential)	Mask wearing Consider Vaccinated workers only	Mask wearing Vaccinated workers only

Downer Risk Matrix equivalent Likelihood

Rare <7	Unlikely 7 to 9	Possible 10 to 12	Likely 13 to 15	Almost Certain > 16
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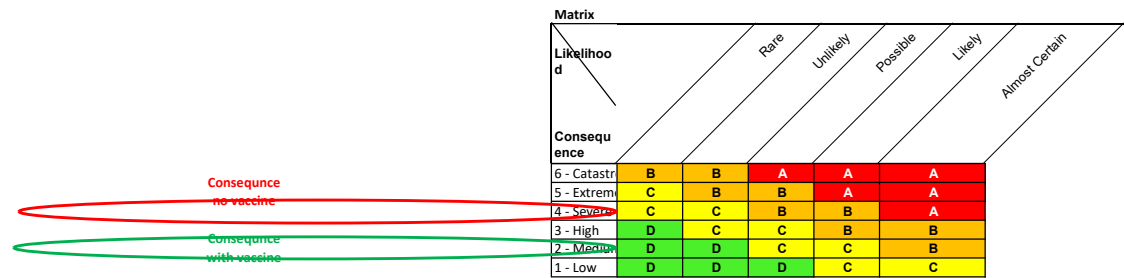
Consequence

No vaccine	4 (Severe)	(Based on "Long Covid" - but could also say "5 (Extreme)", especially for "at risk" workers)
With vaccine	2 (Medium)	(Based on minor to moderate infection)

Likelihood

Based upon current science Likelihood is reduced to Unlikely or Rare

Sector	Business Unit	Location/Project/Contract Roles	Risk Assessment				Score	No Vaccine			Vaccination	With Vaccine		
			A	B	C	D		Likelihood	Consequence	Risk Rating		Likelihood	Consequence	Residual Risk Rating
			Location	People	Ventilation	How work is done								
Facilities	Hawkins	All roles that work on site delivering building projects including site office workers	2	4	4	5	15	Likely	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
	Kainga Ora / Housing	All roles involved with property maintenance in Kainga Ora contracted regions	3	5	5	4	17	Almost Certain	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
	Corrections & Justice	All roles that work in Prisons, Courts and Correctional Services	4	1	5	3	13	Likely	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
	Defence, Greenspace & Facilities	NZSteel, PPP Schools etc)	1	3	4	3	11	Possible	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
	Defence, Greenspace & Facilities	Cemetery etc)	2	1	1	2	6	Rare	4 (Extreme)	C	Consider	Rare	2 (Medium)	D
	Defence, Greenspace & Facilities - Excell	Roles that work outdoors on biosecurity (e.g. pest control / maintenance)	2	1	1	2	6	Rare	4 (Extreme)	C	Consider	Rare	2 (Medium)	D
	Facilities Services Projects	Projects roles at AMAS City Rail Link (C3 maintenance)	2	4	4	4	14	Likely	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
	Facilities Services Projects	Project based roles - including Defence, Corrections and other Facilities work	2	4	4	5	15	Likely	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
	Spotless Hospitality & Soft Services	Commercial cleaning roles across Client owned sites	2	1	5	3	11	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
	AE Smith	All roles that work in HVAC installation (including works within schools, hospitals, prisons etc)	5	4	4	5	18	Almost Certain	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
Utilities	Facility Office Support	Office based roles - Stanley St, Wakefield St, Porirua depot etc	1	3	5	3	12	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
	Telco	All roles that work on wireless, fixed network and engineering services build & maintain	3	4	4	4	15	Likely	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
		Customer premise and Connect maintenance/connect	3	4	3	5	15	Likely	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
		Inside Plant Maintenance	2	3	5	3	13	Likely	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
		Outside Plant Maintenance	2	4	1	3	10	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
	Energy	Substations, Faults.Construction/Maintain, Gas relights	3	4	3	5	15	Likely	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
	Water & Automation	Drainage, Open Space Maintenance, Treatment facilities,potable water, pump stations, radio, IoT, EICA	3	3	1	5	12	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
		Construction (including projects)	2	4	5	5	16	Almost Certain	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
		Major Projects	All roles that work on site delivering projects including site office workers	2	4	5	5	16	Almost Certain	4 (Extreme)	A	Yes	Unlikely	2 (Medium)
	Utilities Office Support	Office based roles	2	5	5	5	17	Almost Certain	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
Transport	Projects	All roles that work on offshore projects (e.g. Chatham Islands, Niue)	5	3	1	3	12	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
	Major Projects	All roles that work on Project sites	2	4	4	4	14	Likely	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
		All Downer roles that work on Link Alliance	2	4	1	3	10	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
	Regional	LA Maintenance, NOC, Alliance Contracts	2	4	1	4	11	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
		Regional Construction Teams	2	4	1	5	12	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
		TTM Crews	2	5	1	4	12	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
		Roadmarking	1	4	1	3	9	Unlikely	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
		Asphalt Plants	1	2	4	3	10	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
		Laboratories	1	1	5	4	11	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
	Transport Office Support	Transport & Office Depots	1	3	5	3	12	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
Office shared with Client / Client property/Supply Partners		1	3	5	3	12	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D	
Frequent Travellers		2	5	4	4	15	Likely	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D	
Head Office	National Support Centre	Roles who visit multiple sites	2	5	5	5	17	Almost Certain	4 (Extreme)	A	Yes	Unlikely	2 (Medium)	D
		Reception	1	2	5	3	11	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D
		Office based staff	1	1	5	3	10	Possible	4 (Extreme)	B	Yes	Unlikely	2 (Medium)	D



Current Risk			Vaccination Required	Residual Risk		
Assessed Likelihood of Covid-19 infection	Assessed Consequence of Covid-19 infection	Risk of infection before Vaccination		Assessed Likelihood of infection after vaccination	Assessed Consequence after vaccination	Residual Risk of infection after Vaccination
Almost Certain	Severe	High (A)	Yes	Unlikely	Medium	Low (D)

Project/Contract	Risk Assessment				Score	Risk Level	Vaccination	Comments	
	A	B	C	D					
	Location	People	Ventilation	How work is done					
Projects									
Building Projects Hawkins	Education Project (within school student or University student boundaries)	2	4	4	5	15	High	Yes	Example: Mairehau Primary School, site access/egress through live school environment
	Education Project (no school / University community within the site boundaries)	1	4	3	3	11	High	Yes	Example : Banks Avenue School, Scott Primary School, UoA, UoW
	Hospital Project (works within hospital buildings)	5	4	4	5	18	High	Yes	Example : HBDHB, Middlemore, Site access/egress through live hospital environment
	Hospital Project (separate isolated site from hospital services)	1	4	3	3	11	High	Yes	*Example: North Shore Hospital where site boundaries completely separate to live hospital environ
	Airport works (working in public spaces and/or inside the airport buildings)	2	4	4	5	15	High	Yes	Example: AIAL
	Airport works (separated from public areas)	1	4	3	3	11	High	Yes	*Example: AIAL, align with Airports current proposal where no public interface (i.e. "Option 2")
	Prison works (inside the wire)	4	3	3	5	15	High	Yes	Example: CHCH Men's Prison inside the wire
	Prison works (outside the wire)	1	4	2	4	11	High	Yes	Example: Arohata Prison, Manawatu Prison outside the wire
	Civil, other ground works and other exterior construction works only	1	3	1	4	9	High	Yes	Example: Enabling work demolition type contracts
	Works within enclosed structures ie: building is enclosed	1	4	3	3	11	High	Yes	*Bulk of Hawkins works, Hotels, apartments, warehouse, data centres, retail premises - At Client discretion
	Remedial works with publicly occupied tenancies	2	4	1	5	12	High	Yes	Example: SOHO Apartments, NZ Post Building Wellington
Facility Services - Kainga Ora / Housing	Property maintenance in 3 regions with 18400 houses (100% sub-contractor delivery) inside house	3	5	5	4	17	High	Yes	May encounter - KO may hold CRIP information, some work completed
	Property maintenance in 3 regions with 18400 houses (100% sub-contractor delivery) outside house	3	3	1	4	11	High	Yes	Approx 20-25% work is outdoors for KO contract
	Property maintenance in 3 regions with 18400 houses (100% sub-contractor delivery) void maintenance	2	1	3	3	9	Medium	Consider	Typically empty properties, but some will be in partially occupied apartments / flats
Facility Services - Corrections & Justice	Corrections & Justice AM/FM - 17 Prisons (FS with Site Manager and trades + sub-contractors) inside	4	1	5	3	13	High	Yes	Health Order - Client directed 'inside the prison boundary'
	Corrections & Justice AM/FM - 17 Prisons (FS with Site Manager and trades + sub-contractors) outside	4	1	1	3	9	Medium	Consider	Health Order - Client directed 'inside the prison boundary'
	Corrections & Justice AM/FM- 98 Courts (District and High)	2	1	5	2	10	High	Yes	
	Corrections & Justice AM/FM - 123 CCS (Correctional Services)	2	1	5	2	10	High	Yes	
Facility Services - Defence, Greenspace & Facilities	Defence - 4 Bases (Waiouru, Ohakea, Linton, Burnham), work delivered inside of base homes	1	3	4	3	11	High	Yes	Everyone on base is known via security checkin (location), note MIQ workers come and go from camp
	Defence - 4 Bases (Waiouru, Ohakea, Linton, Burnham), work delivered outside of base homes	1	3	1	3	8	Medium	Consider	Outdoor maintenance activities note everyone on base is known via security checkin (location)
	Defence - Waiouru Army Museum	2	5	5	2	14	High	Yes	Higher potential for Public interface with employees
	Greenspace - 9 District Council contracts (Toilet and facility cleaning) indoors	2	1	4	2	9	Medium	Consider	
	Greenspace - 9 District Council contracts (Mowing, Horticulture, Arborist, Cemetery) outdoors	2	1	1	2	6	Low	Consider	Very occasional contact with public in an outdoor setting
	Greenspace - Excell Biosecurity (pest control / maintenance) team	2	1	1	2	6	Low	Consider	Very occasional contact with public in an outdoor setting
	Facilities - NZ Steel	2	3	4	3	12	High	Yes	Note, client has indicated vaccine as an entry requirement
	Facilities - Coca Cola (manufacturing sites x5, distribution warehouses x36)	1	3	4	3	11	High	Yes	
	Facilities - PPP Schools x5 (Kumeu, Flat Bush, Sylvester, Avonside Girls/Shirley Boys)	2	3	5	3	13	High	Yes	Potential for contact with students in school environments, MOH Health Order Client directed
Facilities Services Projects	AMAS City Rail Link (C3 maintenance)	2	4	4	4	14	High	Yes	Client directed, rating consistent with Transport for Link Alliance
	Projects - Defence	1	3	1	3	8	Medium	Consider	
	Projects - Defence	1	3	1	3	8	Medium	Consider	
	Projects - Justice	1	3	1	3	8	Medium	Consider	
	Projects - Prisons	4	1	5	3	13	High	Yes	Health Order - Client directed 'inside the prison boundary'
Spotless Hospitality & Soft Services	Commercial cleaning - 1,280 sites	2	1	5	3	11	High	Yes	Most work done outside of normal office hours, with lower risk of contacting client staff, Clients may specify
	Stadiums - catering, includes Mt Smart Stadium, North Harbour	2	4	5	3	14	High	Yes	Larger events pose risk due to interaction with staff, likely be required by Client
	Stadiums - commercial cleaning includes vBase (Chch), H3 (Hamilton) and TSB Arena (Wellington)	2	4	5	3	14	High	Yes	Larger events pose risk to cleaners working in and around public before and during events, interact with client staff etc.
	Ministry of Education (offsite catering contracts)	1	2	5	3	11	High	Yes	EG school lunches programme; a back of house production kitchen, with limited exposure to others, apart from deliveries & dispatch
	Ministry of Education - on Schools catering x16 (catering and/or cleaning)	2	4	5	3	14	High	Yes	Potential for catering assistants to be in school environments with student contact and that are picked up by MOH Health Order
	Commercial catering contracts - general catering	2	2	5	3	12	High	Yes	mostly contained within a client's facility and involving a level of customer facing activity, within the over-riding Covid guidance provided by the client.
	Retail cafes	2	5	2	3	12	High	Yes	All involve a level of customer facing activity with public, Gvt require vaccination certificates
	Health contracts - privately operated hospitals (catering and/or cleaning)	5	5	5	3	18	High	Yes	Potential for workers to be in hospital environments that are higher risk &/or picked up by MOH Health Order
	Health contracts - publicly operated hospitals (catering and/or cleaning)	5	5	5	3	18	High	Yes	Potential for workers to be in hospital environments that are higher risk &/or picked up by MOH Health Order
AE Smith	HVAC installation (projects inside of schools, hospitals, prisons etc)	5	4	4	5	18	High	Yes	Where covered by a MOH order
	HVAC installation (projects - other construction works within enclosed structures)	1	4	3	3	11	High	Yes	Not directly in contact with patients, prisoners etc
Facility Divisional Support	Regional Managers, Contract managers, Regional HSE Managers, HSE Trainers	4	4	5	2	15	High	Yes	Often travel (fly), work across multiple sites, contact lots of different types of people
	Office based staff - Sites	1	3	5	3	12	High	Yes	Site office set ups, normally within site boundaries but separated from the work activities
	Office based staff - Depots (Offsite)	1	3	5	3	12	High	Yes	Depots e.g. Stanley St, Wakefield St, Porirua depot etc

Project/Contract	Risk Assessment				Score	Risk Level	Vaccination	Comments
	A	B	C	D				
	Location	People	Ventilation	How work is done				
Projects								
Link Alliance	2	4	4	4	14	High	Yes	
Chathams	5	3	1	3	12	High	Yes	A5 due to offshore vulnerable community - recommend override score to HIGH risk or mitigate with RAT testing
Niue	5	3	1	4	13	High	Yes	Recommend HIGH due to offshore
Northern Network, Auckland	1	4	1	4	10	High	Yes	
Tamaki Drive, Auckland	2	4	1	3	10	High	Yes	
SH21 Underpass, Hamilton	1	3	1	4	9	High	Yes	
Kopaki Bridge, Te Kuiti	2	4	1	2	9	High	Yes	Higher level of subcontractors present
SH30 Te Ngae Road, Rotorua	2	4	1	4	11	High	Yes	
Cameron Road, Tauranga	2	4	1	3	10	High	Yes	
PACE, Wellington	2	3	1	4	10	High	Yes	
Hutt City Wharfline	2	3	3	2	10	High	Yes	
Pinehaven cuvert impr	2	4	1	3	10	High	Yes	
Trentham to upper Hutt	2	5	1	3	11	High	Yes	now open to the public
SH58 Haywards	1	4	1	3	9	High	Yes	possible public coming to site office but not work areas
LTP Reservoirs New Plymouth	1	4	1	2	8	High	Yes	landscaping works only well spaced
Takaka Hill	2	4	1	3	10	High	Yes	
Saxton Creek	1	5	1	3	10	High	Yes	B5 due to 1 team member from Aukl on two week rotation (with brder exemption)
Invercargill Streetscapes	2	4	1	3	10	High	Yes	B4 due to shared space with external entities
CCC St Albans Wastewater	2	4	1	3	10	High	Yes	
CCC Ilam Watermain renewals	2	4	1	3	10	High	Yes	
CCC Cycleways soth express	2	4	1	3	10	High	Yes	
CCC Stix Mill Bridge	2	4	1	3	10	High	Yes	
Queenstown Alliance	2	4	1	3	10	High	Yes	
SH88 Dunedin	2	4	1	3	10	High	Yes	
Wiri to Quay Park, Auckland	2	4	1	3	10	High	Yes	
Transmission Gully, Wellington / Hutt Valley	1	3	1	4	9	High	Yes	
Turitea Windfarm, Palmerston North	1	4	1	3	9	High	Yes	
Te Ara Tupua Field based	1	4	1	3	9	High	Yes	
SH33 Bay of Plenty	1	4	1	2	8	High	Yes	
Regional								
NOC Contracts - Incident Response	2	3	1	4	10	High	Yes	
NOC Contracts - Planned Works	2	4	1	3	10	High	Yes	
LA Maintenance Contracts	2	4	1	4	11	High	Yes	
Alliances - Maintenance	2	4	1	4	11	High	Yes	more client involvement.
Regional Construction Teams - urban	2	4	1	5	12	High	Yes	Note - borderline HIGH consider upgrading. Most positive cases on Downer sites have been contrcators & Temps
Regional Construction Teams - rural	1	4	1	5	11	High	Yes	
Sealing and Paving Crews - within Region	1	5	1	3	10	High	Yes	
Sealing and Paving Crews - national or travelling	1	5	1	3	10	High	Yes	travelling outside of home base, various geographic regions throughout NZ NOTE - increase to HIGH due to frequency of ravel
TTM Crews	2	5	1	4	12	High	Yes	
Roadmarking	1	4	1	3	9	High	Yes	travel a lot
Asphalt Plants	1	2	4	3	10	High	Yes	External customers present (visitors) and small control room, plant rooms etc. for workers within bubble
Laboratories	1	1	5	4	11	High	Yes	
Frequent Travellers	2	5	4	4	15	High	Yes	Between sites and depots, various forms of transport including flights, visiting clients and other external organisations or events - Regional Managers, Senior leadership team, HSE Team, specialist support functions, trainers
Transport & Office Depots	1	3	5	3	12	High	Yes	DISCUSS
Office shared with Client / Client property/Supply Par	1	3	5	3	12	High	Yes	Waikato Alliance, Queenstown Alliance, Te Ara Tupua shared office - all subject to agreement with partners

Project/Contract	Risk Assessment				Score	Risk Level	Vaccination	Comments
	A	B	C	D				
	Location	People	Ventilation	How work is done				
Projects								
Telco - Wireless Build & Maintain	3	4	4	4	15	High	Yes	
Telco - Fixed Network Build	2	4	4	4	14	High	Yes	
Telco - Engineering Services Build	2	3	5	3	13	High	Yes	
Telco - Inside Plant Maintenance	2	3	5	3	13	High	Yes	
Telco - Outside Plant Maintenance	2	4	1	3	10	High	Yes	
Telco - Customer Premise Maintenance (MIQ)	5	5	4	5	19	High	Yes	
Telco - Customer Premise Maintenance (Hospital)	5	5	4	5	19	High	Yes	
Telco - Customer Premise Maintenance (Residential)	3	3	5	5	16	High	Yes	
Telco - Connect Maintenance/Connect	3	3	3	5	14	High	Yes	
Energy - Faults.Construction/Maintain	3	4	3	5	15	High	Yes	
Energy - Gas Relights	3	5	3	5	16	High	Yes	
Energy - Substations	1	3	5	4	13	High	Yes	
Energy - Customer Premise Maintenance (MIQ)	5	5	4	5	19	High	Yes	
Water & Automation - Drainage	3	3	1	5	12	High	Yes	
Water & Automation - Open Space Maintenance	2	4	1	4	11	High	Yes	
Water & Automation - Treatment Facilities	1	4	5	4	14	High	Yes	
Water & Automation - Potable Water	2	4	1	5	12	High	Yes	
Water & Automation - Pump Stations	2	3	4	4	13	High	Yes	
Water & Automation - Radio	1	4	3	3	11	High	Yes	
Water & Automation - IoT	2	5	5	5	17	High	Yes	
Water & Automation - EICA	1	3	4	4	12	High	Yes	
Water & Automation - Construction (including projects)	2	4	5	5	16	High	Yes	
Major Project Sites	2	4	5	5	16	High	Yes	
All Offices	2	5	5	5	17	High	Yes	
Utilities HSE	2	5	5	5	17	High	Yes	

NSC Risk Assessment Guidance

If the risk assessment score reaches 10 or above vaccination is required

If column B (People) is rated as a 4 or higher vaccination is required

If column D (How the work is done) is rated as a 4 or higher vaccination is required

Excludes mitigation measures

Project/Contract	Risk Assessment				Score	Risk Level	Vaccination	Comments
	A	B	C	D				
	Location	People	Ventilation	How work is done				
Projects								
Roles who visit multiple sites	2	5	5	5	17	High	Yes	Senior Manager (CEO -3), HSE Advisors, HR Business Partners, L&D Team
Reception	1	2	5	3	11	High	Yes	
Office based staff	1	1	5	3	10	High	Yes	