

HSW-J01 Hazard and Risk Register COVID-19

Area / Faculty / Division	University of Waikato - General COVID-19 Controls	Assessment date	29-Jun-2022
Assessor/s	University of Waikato COVID Consultation Group	Last review date	17-May-22
Register sign off*	Neil Quigley (Vice-Chancellor)	Formal review scheduled for:	31-Jul-22

Hazard	Risk Description	Consequence	Likelihood	Inherent risk rating	Preventative Controls	Recovery Controls	Consequence	Realised	Residual risk rating	Review date	Additional Controls to be implemented	Person/s responsible	Implementation Date	Notes / Comments	Status (i.e. completed / uncompleted)
COVID-19 (Omicron) in the Community	Risk of COVID-19 (Omicron) infection from other staff, students, visitors and contractors (declining notification rates for COVID-19 in the University community)	Major	Likely	High 100	ENGINEERED CONTROL 1. Maintaining adequate ventilation using natural or mechanical ventilation or a combination of the two ISOLATION CONTROLS 1. Maintaining a physical distance of at least 1 metre from other persons where possible 2. Clear screens/barriers in reception areas 3. Leave provision for staff experiencing COVID like symptoms 4. Flexible working, blended teaching delivery. PPE/ADMINISTRATIVE 1. Level 2 Surgical masks or better strongly encouraged for staff and students in indoor settings. 2. Practicing Hygiene Requirements - hand washing, hand sanitiser, coughing / sneezing etiquette. 3. COVID information, awareness and reinforcement including support for staff and students to ensure vaccinations are up to date. 4. Enhanced cleaning protocols in public areas as required. 5. Capacity limits for teaching/study areas as applicable 6. Rapid Antigen Test surveillance for high risk areas/tasks available. 7. Masks required on the Kaimai Shuttle and other University vehicles carrying more than one passenger; in health, counselling and pastoral care sessions in small consultation rooms; in lifts	1. Employee assistance programme. 2. Extended leave provisions for persons self isolating after being a household contact or having contracted COVID-19. 3. Welfare checks for staff isolating or who have contracted COVID-19 4. Rapid Antigen testing available following exposure events	Major	Likely	High 100						Completed
COVID-19 (Omicron) in the Community	Risk of COVID-19 (Omicron) transmission to other staff, students, visitors and contractors (declining notification rates COVID-19 University Community)	Major	Likely	High 100	ENGINEERED CONTROL 1. Maintaining adequate ventilation using natural or mechanical ventilation or a combination of the two ISOLATION CONTROLS 1. Maintaining a physical distance of at least 1 metre from other persons where possible 2. Clear screens/barriers in reception areas 3. Leave provision for staff experiencing COVID like symptoms 4. Flexible working, blended teaching delivery. PPE/ADMINISTRATIVE 1. Level 2 Surgical masks or better strongly encouraged for staff and students in indoor settings 2. Practicing Hygiene Requirements - hand washing, hand sanitiser, coughing / sneezing etiquette. 3. COVID information, awareness and reinforcement including support for staff and students to ensure vaccinations are up to date. 4. Enhanced cleaning protocols in public areas as required. 5. Capacity limits for teaching/study areas as applicable. 6. Rapid Antigen Test surveillance for high risk areas/tasks available. 7. Masks required on the Kaimai Shuttle and other University vehicles carrying more than one passenger; in health, counselling and pastoral care sessions in small consultation rooms; in lifts	1. Employee assistance programme. 2. Extended leave provisions for persons self isolating after being a household contact or having contracted COVID-19. 3. Welfare checks for staff isolating or who have contracted COVID-19 4. Rapid Antigen testing available following exposure events	Major	Likely	High 100						Completed
COVID-19 (Omicron) in the Community	Risk of COVID-19 (Omicron) infection from other staff, students, visitors and contractors for immunocompromised staff and students (declining notification rates COVID-19 University Community)	Extreme	Likely	Critical 1000	ENGINEERED CONTROL 1. Maintaining adequate ventilation using natural or mechanical ventilation or a combination of the two ISOLATION CONTROLS 1. Maintaining a physical distance of at least 1 metre from other persons where possible. 2. Clear screens/barriers in reception areas 3. Leave provision for staff experiencing COVID like symptoms 4. Flexible working, blended teaching delivery. 5. Isolated workspace or working from home if possible PPE/ADMINISTRATIVE 1. Level 2 Surgical masks or better strongly encouraged for all immunocompromised staff and students while on campus 2. Practicing Hygiene Requirements - hand washing, hand sanitiser, coughing / sneezing etiquette. 3. COVID information, awareness and reinforcement including support for staff and students to ensure vaccinations are up to date. 4. Enhanced cleaning protocols in public areas as required. 5. Capacity limits for teaching/study areas as applicable 6. Rapid Antigen Test surveillance for high risk areas/tasks available. 7. Masks required on the Kaimai Shuttle and other University vehicles carrying more than one passenger; health, counselling and pastoral care sessions in small consultation rooms; in lifts.	1. Employee assistance programme. 2. Extended leave provisions for persons self isolating after being a household contact or having contracted COVID-19. 3. Welfare checks for staff isolating or who have contracted COVID-19 4. Rapid Antigen testing available following exposure events	Extreme	Likely	Critical 1000						

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Area / Faculty / Division	<ul style="list-style-type: none"> University of Waikato teaching rooms where appropriate physical distancing cannot be achieved. Where staff members wish to require mask wearing in their teaching room, laboratory or consultation room on the grounds of inadequate physical distancing. 	Assessment date	29-Jun-2022
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Hazard	Risk Description	Consequence	Likelihood	Inherent risk rating	Preventative Controls	Recovery Controls	Consequence2	likelihood	Residual risk rating	Review date	Additional Controls to be implemented	Person/s responsible	Implementation Date	Notes / Comments	Status (i.e. completed / uncompleted)
COVID-19 (Omicron) in the community.	Risk of COVID-19 (Omicron) infection from other staff, students, visitors and contractors (social distancing not always able to be maintained due to the nature of tasks/request by the lecturer).	Major	Almost Certain	Critical 1000	ENGINEERED CONTROLS 1. Maintaining adequate ventilation using natural or mechanical ventilation or a combination of the two ISOLATION CONTROLS 1. Maintaining a physical distance of at least 1 metre from other persons where possible 2. Clear screens/barriers in reception areas 3. Leave provision for staff experiencing COVID like symptoms 4. Flexible working, blended teaching delivery. PPE/ADMINISTRATIVE 1. Level 2 Surgical masks or better required for staff and students attending laboratory/teaching rooms 2. Practicing Hygiene Requirements - hand washing, hand sanitiser, coughing / sneezing etiquette. 3. COVID information, awareness and reinforcement including support for staff and students to ensure vaccinations are up to date. 4. Enhanced cleaning protocols in public areas as required. 5. Capacity limits for teaching/study areas 6. Rapid Antigen Test surveillance for high risk areas/tasks available.	1. Employee assistance programme. 2. Extended leave provisions for persons self isolating after being a household contact or having contracted COVID-19. 3. Welfare checks for staff isolating or who have contracted COVID-19 4. Rapid Antigen testing available following exposure events	Major	Likely	High 100						Completed
COVID-19 (Omicron) in the community	Risk of COVID-19 (Omicron) transmission to other staff, students, visitors and contractors (social distancing not always able to be maintained due to the nature of tasks/request by the lecturer).	Major	Almost Certain	Critical 1000	ENGINEERED CONTROLS 1. Maintaining adequate ventilation using natural or mechanical ventilation or a combination of the two ISOLATION CONTROLS 1. Maintaining a physical distance of at least 1 metre from other persons where possible 2. Clear screens/barriers in reception areas 3. Leave provision for staff experiencing COVID like symptoms 4. Flexible working, blended teaching delivery. PPE/ADMINISTRATIVE 1. Level 2 Surgical masks or better required for staff and students in laboratory/teaching rooms. 2. Practicing Hygiene Requirements - hand washing, hand sanitiser, coughing / sneezing etiquette. 3. COVID information, awareness and reinforcement including support for staff and students to ensure vaccinations are up to date. 4. Enhanced cleaning protocols in public areas as required. 5. Capacity limits for teaching/study areas 6. Rapid Antigen Test surveillance for high risk areas/tasks available.	1. Employee assistance programme. 2. Extended leave provisions for persons self isolating after being a household contact or having contracted COVID-19. 3. Welfare checks for staff isolating or who have contracted COVID-19 4. Rapid Antigen testing available following exposure events	Major	Likely	High 100						Completed
COVID-19 (Omicron) in the community	Risk of COVID-19 (Omicron) infection from other staff, students, visitors and contractors for immunocompromised staff and students (social distancing not always able to be maintained due to the nature of tasks/request by the lecturer).	Extreme	Almost Certain	Critical 10000	ENGINEERED CONTROLS 1. Maintaining adequate ventilation using natural or mechanical ventilation or a combination of the two ISOLATION CONTROLS 1. Maintaining a physical distance of at least 1 metre from other persons where possible 2. Clear screens/barriers in reception areas 3. Leave provision for staff experiencing COVID like symptoms 4. Flexible working, blended teaching delivery. 5. Isolated workspace or working from home if possible PPE/ADMINISTRATIVE 1. Level 2 Surgical masks or better required for staff and students in laboratory/teaching rooms. 2. Practicing Hygiene Requirements - hand washing, hand sanitiser, coughing / sneezing etiquette. 3. COVID information, awareness and reinforcement including support staff and students to ensure vaccinations are up to date. 4. Enhanced cleaning protocols in public areas as required. 5. Capacity limits for teaching/study areas 6. Rapid Antigen Test surveillance for high risk areas/tasks available.	1. Employee assistance programme. 2. Extended leave provisions for persons self isolating after being a household contact or having contracted COVID-19. 3. Welfare checks for staff isolating or who have contracted COVID-19 4. Rapid Antigen testing available following exposure events	Extreme	Likely	Critical 1000						