

**GUIDE TO CONDUCT A RISK ASSESSMENT TO DETERMINE
THE RISK STATUS OF WORKPLACES
FOR COVID-19 TESTING**
(this is part of National Testing Strategy)

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INTRODUCTION

- The **National Testing Strategy** has been developed to determine the testing needs of the nation in living with the SARS- COV -2 virus which **includes the working population**.
- Testing plays a role in the early identification of cases and close contacts accordingly in order to manage the cases as well as to carry out **preventive and control measures in accordance to Act 342, Prevention And Control of Infectious Diseases Act 1988**.
- Based on **Section 15, OSHA 1994**, the **employer is responsible for the safety, health and welfare of the employees** and therefore needs to conduct an assessment of the risk status of the workplace in order to determine the testing needs.
- The **risk status is specific for each workplace** and is dependent on various indicators.

OBJECTIVE

This guidance is designed to assist employers in carrying out an assessment of the risk status of the workplace with regards to exposure to COVID-19 through a checklist of indicators representing the hazards and control measures to prevent COVID-19.

Based on the results of the assessment, the employer will be able to select the appropriate testing strategy to be employed at the individual workplace.

INSTRUCTIONS ON HOW TO USE THE CHECKLIST

- The employer should **assess each indicator based on the existing status** of the workplace.
- For every indicator, the employer should **place a tick (✓) for a positive response** to the question or **a cross (X) for a negative response** to the question.
- In the event an **indicator is deemed not relevant (NR)**, the indicator should be dropped from the list altogether(**removed from the denominator**)
- This assessment should be **conducted every 2 weeks**

INDICATORS FOR ASSESSING RISK AT THE WORKPLACE

RISK FACTORS

1. Vaccination status
2. Accommodation of workers
3. Occurrence of clusters
4. Prolonged clusters
5. Shared workers and/or shared transport
6. Physical distancing



CONTROL MEASURES

1. COVID-19 Preparedness & Response Plan
2. Ventilation System
3. Safety & Health Officers/Committee
4. New Norms practiced in workplace

CHECKLIST OF INDICATORS FOR ASSESSING RISK AT THE WORKPLACE

Indicators of Risk		
Risk Factors		✓ / X/NR
1.	Is the vaccination status of employers and employees \geq 90%?	
2.	* Accommodation provided by employer adheres to the requirements of Act 446	
3.	Absence of cluster in the workplace as declared by PKD	
4.	Cluster in the workplace was controlled within 28 days	
5.	No shared workers and/or shared transport	
6.	Ability to maintain physical distancing of 1 meter in work area/ workstation etc.	

* Accommodation provided according to the requirements of Act 446 (Amendment) 2019 on Workers' Minimum Standards of Housing and Amenities Act 1990

CHECKLIST OF INDICATORS FOR ASSESSING RISK AT THE WORKPLACE

Indicators of Risk		✓ / X /NR
Existing Control Measures		
1.	COVID-19 preparedness and response plan available	
2.	Ventilation system maintained as per manufacturer's schedule	
3.	<ul style="list-style-type: none"> • Presence of Safety and Health Officer in workplaces >100 employees or • Safety and Health Committee in workplaces with >40 employees 	
4.	New norms are practiced at the workplace- Public Health & Social Measures (e. g. mask usage, hand hygiene, temperature screening on entry, staggered break times, staggered shift)	

* Requirement under Occupational Safety and Health Act 1994 (Act 514)

Scoring System



✓

Yes



x

No



-

Not relevant

$$\text{Score} = \frac{\checkmark}{(\checkmark + \underline{\underline{x}})} \times 100 = \dots \underline{\underline{..}} \%$$

FINAL SCORE

Low Risk ($\geq 60\%$)

High Risk ($< 60\%$)

TESTING STRATEGIES BASED ON LEVEL OF RISK

RISK ASSESSMENT (Every 2 weeks)

Low Risk (score $\geq 60\%$)

Vaccinated

- Testing of workers with symptoms only

Unvaccinated

- Testing of workers with symptoms
- Periodical testing of workers without symptoms once a week

High Risk (score $< 60\%$)

- Testing of workers with symptoms
- Periodical testing of workers without symptoms once a week

CONCLUSION

- This **risk assessment serves as a guidance** for assessing the workplace risk status for COVID-19 transmission.
- The **employer is encouraged to conduct testing beyond these recommendations** if deemed necessary and possess the capacity to do so.
- In addition to this, **employer has to also comply with** testing requirements as determined by the **health authorities**.

THANK YOU