

# COVID-19: WHAT EVERY WORKPLACE SHOULD DO



## HEALTH RISK ASSESSMENT

A risk assessment should be conducted as required by the Department of Employment and Labour's Code of Practice: Managing exposure to SARS-CoV-2 in the workplace, 2022, R1876 of 15 February 2022, and the Regulations for Hazardous Biological Agents, 2022 (RHBA), R1887 of 16 March 2022. The purpose is to assess the RISK of EXPOSURE to SARS-CoV-2, and it must be communicated to all workers. SARS-CoV-2 has been classified as a Group 3 hazardous biological agent in the RHBA. The risk rating for each work task or situation should be determined, and applicable control measures implemented.

### LOW RISK

This may include office based/ administrative tasks that only involve minimal occupational contact with co-workers or the general public

### MEDIUM RISK

Tasks that require employees to have frequent and/or close contact with co-workers, customers or the general public, which may include infected persons

### HIGH / VERY HIGH RISK

Tasks that require close contact with infected persons or material, e.g.:

- Healthcare workers
- Laboratory personnel
- Medical transport workers
- Morgue or mortuary workers

## IMPLEMENT SUITABLE CONTROL MEASURES

### LOW RISK

Standard precautions:

- Frequent hand hygiene
- Wear a suitable face covering when sharing common areas with other people, as applicable
- Maintain good ventilation (fresh air supply is vital) in all work areas

Information and training to employees, including updates on new developments

Adherence to general precautions and procedures, e.g. vaccination requirements & social distancing

Personal protective equipment (PPE) as informed by the risk assessment

### MEDIUM RISK

Low risk control measures, as well as:

Install physical barriers where possible, e.g. at reception counters

Adherence to regulated precautionary measures applicable at the time, e.g. wearing of suitable face coverings

Replace face-to-face meetings with virtual communication channels where possible

Encourage employees to report any symptoms and stay at home when ill

Additional PPE may be required, but will vary by work task, as determined by the risk assessment

### HIGH / VERY HIGH RISK

Medium risk control measures, as well as:

Increased ventilation rates, and install high efficiency air filters in the ventilation system; ensure adequate fresh air supply

PPE appropriate for the specific work task as determined by the risk assessment, which may include gloves, a gown, face shield or goggles, and a face mask or respirator

Procedures for handling and disposal of infectious waste

Refer to control measures specified in industry-specific fact sheets

Please refer to general and industry-specific fact sheets at <http://www.nioh.ac.za/covid-19/> for more information



COVID-19 Workplace Preparedness & Prevention  
HEALTHY, SAFE & SUSTAINABLE WORKPLACES

Workplace Hotline: 0800 2121 75

Occupational Health Surveillance System [OHSS]

General queries for data submission: 0723215503 | 0713981169 | [OHSWorkplace@nioh.ac.za](mailto:OHSWorkplace@nioh.ac.za)

OPERATING HOURS for the OHSS hotline: Mon-Fri: 08h00 - 17h00, Weekends and public holidays: Closed

[www.nioh.ac.za](http://www.nioh.ac.za)

[info@nioh.ac.za](mailto:info@nioh.ac.za)

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