

Details	
Group	Ricker Restaurants
Site	The Stoke House
Title	RA_The Stoke House
Assessed By	The Stoke House GM

Task	Completed date of assessment
COVID-19 Risk assessment 9 - Accepting deliveries	14-09-2020

COVID-19 Risk assessment 9 - Accepting deliveries
Hazards?
Infection spread by supplier personnel with COVID-19
Infection spread from delivery items contaminated with COVID-19
Who might be harmed and how?
Visitors
Suppliers
Staff
Members of the public
Controls in place
Deliveries to be accepted by designated personnel only
Suppliers to be contacted and requested to provide detail of their own COVID-19 control procedures. Only suppliers providing suitable information to be permitted to complete deliveries
Delivery drivers to requested to place deliveries in specific delivery location and to not enter the premises at any time
Set delivery times to be agreed with the supplier prior to deliver being undertaken
Delivery notes are to be printed off prior to the delivery. No paperwork or delivery notes are to be taken from the delivery driver
Deliveries to be removed from the delivery point and placed into storage as soon as possible
Staff will not enter the delivery vehicle(s) or come into contact with any equipment (e.g. pump trucks) used by the delivery driver
Delivered items to be removed from external packaging as soon as possible. Packaging to be disposed of in external refuse bins
Signage to be displayed at the point of the delivery to remind the delivery drivers of the COVID-19 controls in place at the premises
Hand sanitiser to be placed at or near to the delivery area for use by staff when receiving deliveries
Personnel receiving deliveries are to be reminded to ensure physical distancing controls are in place at all times and that they do not come into contact with the delivery personnel

Additional controls required	Action by whom	Action by when	Completion date - comments
Completed date of assessment:	14-09-2020		
Review date	Person completing review	Reason (e.g. annual review, following accident, changes)	
20-08-2020	Gauthier Papat	Training	
20-08-2020	jagoda	training	

Task: COVID-19 Risk assessment 9 - Accepting deliveries

Trained employees	Training date	Signature
Adrian Iulisca	20-08-2020	
Daniel David Gutierrez Velez	20-08-2020	
Carlos Marcelo Sanchez ferro	07-07-2020	
Gauthier Papat	07-07-2020	
Ioannis Miskou	07-07-2020	
Maria Cava Diaque	07-07-2020	
Nikola Hatasova	07-07-2020	

Trained employees	Training date	Signature
Pedro Tavares	07-07-2020	
Roberto Bruni	07-07-2020	
Slawomir Adam Chlosta	01-09-2020	
Ronaldo Sanchez	01-09-2020	
Daniel David Gutierrez Velez	01-09-2020	
Gennaro Di Corato	01-09-2020	
Jagoda Starostka	01-09-2020	
Mattia Piscicelli	01-09-2020	
Patrycja Pawlik	01-09-2020	
Ricardo Younis Moreno	01-09-2020	
Virnia Yannelis Garcia Guevara	01-09-2020	
Alexandra Basile Korovouchkina	20-08-2020	
Alexandra Basile Korovouchkina	07-07-2020	
Efthymia Katsava	07-07-2020	
Hector Campanelli Amaris	07-07-2020	
Jessica Mejia Toro	07-07-2020	
Miguel Huertos Garcia	07-07-2020	
Patrycja Pawlik	07-07-2020	
Ricardo Younis Moreno	07-07-2020	
Tamas Prigli	07-07-2020	
Alexandra Basile Korovouchkina	01-09-2020	
Ersin Calik	01-09-2020	
Ioan Enache Morar	01-09-2020	
Lorena Camila Balsa Goncalves	01-09-2020	
Monika Tomic	01-09-2020	
Pedro Tavares	01-09-2020	
Tamas Prigli	01-09-2020	
Carlos Marcelo Sanchez ferro	20-08-2020	
Adrian Iulisca	07-07-2020	
Daniel David Gutierrez Velez	07-07-2020	
Gennaro Di Corato	07-07-2020	
Jagoda Starostka	07-07-2020	
Mattia Piscicelli	07-07-2020	
Oleg Genadiev	07-07-2020	
Renato Prozzillo	07-07-2020	
Ronaldo Sanchez	07-07-2020	

Trained employees	Training date	Signature
Adrian Iulisca	01-09-2020	
Efthymia Katsava	01-09-2020	
Hector Campanelli Amaris	01-09-2020	
Jessica Mejia Toro	01-09-2020	
Miguel Huertos Garcia	01-09-2020	
Pawel Witkowicz	01-09-2020	
Robert Kowalski	01-09-2020	
Carlos Marcelo Sanchez ferro	20-08-2020	
Arianna Di Pea	07-07-2020	
Ersin Calik	07-07-2020	
Ioan Enache Morar	07-07-2020	
Lorena Camila Balsa Goncalves	07-07-2020	
Monika Tomic	07-07-2020	
Pawel Witkowicz	07-07-2020	
Robert Kowalski	07-07-2020	
Alexandra Basile Korovouchkina	20-08-2020	
Carlos Marcelo Sanchez ferro	01-09-2020	
Gauthier Papat	01-09-2020	
Ioannis Miskou	01-09-2020	
Maria Cava Diaque	01-09-2020	
Oleg Genadiev	01-09-2020	