

**COVID 19 Risk Assessment for Studio Visits, Floral Delivery and Workshops**  
 Prepared by The Flower Factory Ltd. July 8, 2020

Hazard	Risk	People at Risk	Control
Entrance and exit	Catching/Transmission	Employer, employee, public/ customer	Stagger entrance and exit times
Entrance and exit	Catching/Transmission	Employer, employee, public/ customer	Provide hand cleansing facilities so people can disinfect upon arrival and when leaving
Social Distancing	Catching/Transmission	Employer, employee, public/ customer	Use floor tape to mark areas and distances
Social Distancing	Catching/Transmission	Employer, employee, public/ customer	Provide signage to remind people to maintain appropriate distance
Social Distancing	Catching/Transmission	Employer, employee, public/ customer	Ensure people work side by side rather than face to face
Social Distancing	Catching/Transmission	Employer, employee, public/ customer	Take turns doing jobs and using equipment to limit movement of people
Social Distancing	Catching/Transmission	Employer, employee, public/ customer	Clean work surfaces, equipment, tools and any areas commonly touched after each use
Social Distancing	Catching/Transmission	Employer, employee, public/ customer	Open windows and doors to provide good ventilation
Social Distancing	Catching/Transmission	Employer, employee, public/ customer	Wear face coverings when necessarily or when social distancing not possible