Appendix 4

RGI Inspection Risk Questionnaire

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| **RGI Risk Questionnaire** | **Y/N** | **What is the risk?** | **Risk rating**  **H = High**  **M = Medium L = Low** |
| Has the RGI been suffering from any symptoms in the last 72 hours? |  | COVID -19 | H |
| Is the customer or persons present suffering from any symptoms at present or within the last 72hrs? |  | COVID -19 | H |
| Are the premises which the RGI is inspecting, one which Covid-19 could be present or at higher risk (Hospital, Doctor’s surgery, Health center, Nursing home, etc.)? |  | COVID -19 | H |
| Is the customer unwilling to allow an inspection of the RGI on their premises? |  | COVID -19 | H |

**If the answer is ‘Yes’ to any of the above, the inspection should not go ahead.**

Risk Assessment Questionnaire carried out by: Date: / /

However, **if you are confident that the following measures can be employed during an inspection**, the inspection can go ahead as normal;

* **Wash your hands frequently** with soap and water or use an alcohol-based hand rub if your hands are not visibly dirty (we are currently sourcing products in the office and may be able to distribute sanitiser next week)
* **Practice good respiratory hygiene**, that is, when coughing and sneezing, cover your mouth and nose with flexed elbow or tissue – discard tissue immediately into a closed bin and clean your hands with alcohol-based hand rub or soap and water
* **Minimize close contact with the RGI** (social separation distance at least 1m) during inspection and any other people, particularly those who are coughing, sneezing or have fever
* **Minimize close contact with customer or persons present at premises** (carry out inspection in separate room(s) where possible) during inspection
* **Carry out the audit at social separation** distance (at least 1m) from the RGI
* **Avoid touching your eyes, nose and mouth** – if you touch your eyes, nose or mouth with your contaminated hands, you can transfer the virus from the surface to yourself
* Wash hands using soap and water or using alcohol-based hand-sanitiser after leaving property and interacting with the RGI

The most important action we can take to protect ourselves from COVID-19 (Coronavirus) is **regular hand-washing and good respiratory hygiene.**