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|  | **COVID-19 Space Assessment** |  |
| **Item No** | **Item** | **Input** |
| 1 | Building Number |  |
| 2 | Room Number |  |
| 3 | Room Type (i.e. HDR, office, workshop, lab) |  |
| 4 | General Description (i.e. open plan offices) |  |
| 5 | Approx. Total Room Area (m2) |  |
| 6 | Max number of Workstations |  |
| 7 | Can each occupant of any space maintain 1.5m distance from other individuals in the space. (Y/N) |  |
| 7.1 | If NO, list non-compliant workstations |  |
| 8 | Circulation around the space, movement within the space, particularly between desks and in traffic areas – these should also allow for 1.5m social distancing. |  |
| 8.1 | If NO, describe or list non-compliant circulation spaces or areas |  |
| 9 | Assess data points, fixed desks, power outlets, amenity, other work health and safety issues. |  |
| 10 | Assess person per volume at 1 person per 4m2. Total room area / total workstations |  |
| 11 | Other Risks Identified |  |
| 12 | Assessment Summary |  |
| 13 | Recommendations |  |