

CHORLEY BUNCE

Risk assessment for food preparation, cooking and service

Company name: CHORLEY BUNCE LTD

| What are the hazards? | Who might be harmed and how? | What are you already doing? | What further action is necessary? | Action by who? | Action by when? | Done |
|--|---|---|---|----------------|-----------------|------|
| Slips and trips | Kitchen/food service staff and customers may be injured if they trip over objects or slip on spillages. | <ul style="list-style-type: none"> ■ Good housekeeping – work areas kept tidy, goods stored suitably etc. ■ Kitchen equipment maintained to prevent leaks onto floor. ■ Equipment faults leading to leaks reported promptly to manager. ■ Drainage channels and drip trays provided where spills more likely. ■ Staff clean up spillages (including dry spills) immediately using suitable methods and leave the floor dry. ■ Suitable cleaning materials available. ■ Good lighting in all areas including cold storage areas. ■ No trailing cables or obstruction in walkways. ■ Steps and changes in level highlighted. | <ul style="list-style-type: none"> ■ Consider whether it is appropriate to change floor surface with better surface roughness. | Manager | | |
| | | | <ul style="list-style-type: none"> ■ Remind staff to maintain good standard of housekeeping. | Manager | | |
| | | | <ul style="list-style-type: none"> ■ Repair damaged floor tiles by the dishwasher in the kitchen. | Manager | | |
| | | | <ul style="list-style-type: none"> ■ Ensure suitable footwear with good grip worn by staff. | Manager | | |
| Manual handling | Kitchen staff and food service staff may suffer injuries such as strains or bruising from handling heavy/bulky objects. | <ul style="list-style-type: none"> ■ Ingredients bought in package sizes that are light enough for easy handling. ■ Commonly used items and heavy stock stored on shelves at waist height. ■ Suitable mobile steps provided and staff trained to use them safely. ■ Handling aids provided for movement of large/heavy items. ■ Sink at good height to avoid stooping. ■ Staff trained in how to lift safely. | <ul style="list-style-type: none"> ■ Ensure team working for moving heavier items (eg pots). | Manager | | |
| Contact with steam, hot water, hot oil and hot surfaces | Kitchen staff, food service staff may suffer scalding or burns injuries. | <ul style="list-style-type: none"> ■ Staff trained in risks of hot oils and on procedure for emptying/cleaning fryers. ■ Staff trained in risks of release of steam. ■ Water mixer taps provided. ■ All staff told to wear long sleeves. ■ Heat-resistant gloves/cloths/aprons provided. | <ul style="list-style-type: none"> ■ Display 'hot water' signs at sinks and 'hot surface' signs at hot plates. | Manager | | |
| | | | <ul style="list-style-type: none"> ■ Ensure handles on pans maintained. | Manager | | |
| | | | <ul style="list-style-type: none"> ■ Ensure staff trained in use of coffee machine. | Manager | | |

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| Knives | Staff involved in food preparation and service could suffer cuts from contact with blades. | <ul style="list-style-type: none"> ■ Staff trained to handle knives. ■ Knives suitably stored when not in use. ■ First-aid box provided and nominated first-aider always on site. | <ul style="list-style-type: none"> ■ Tell staff not to use knives to remove packaging – suitable cutters will be provided. | Manager | | |
| Food handling | Frequent hand washing can cause skin damage. Some foods can cause some staff to develop skin allergies. | <ul style="list-style-type: none"> ■ Where possible and sensible, staff use tools (cutlery, tongs scoops etc) to handle food rather than hands. ■ Food grade, single-use, non-latex gloves are used for tasks that can cause skin problems, eg salad washing, vegetable peeling and fish filleting. ■ Where handling cannot be avoided hands are rinsed promptly after finishing the task. | <ul style="list-style-type: none"> ■ Staff reminded to thoroughly dry hands after washing. | | | |
| | | | <ul style="list-style-type: none"> ■ Provide non-taint, nut-oil-free cream for staff to apply regularly to replace the moisture 'stripped' by frequent washing. | | | |
| | | | <ul style="list-style-type: none"> ■ Remind staff to check for dry, red or itchy skin on their hands and to tell manager if this occurs. | | | |
| Contact with bleach and other cleaning and washing chemicals | <p>Prolonged contact with water, particularly in combination with detergents, can cause skin damage.</p> <p>Staff cleaning premises risk skin irritation or eye damage from direct contact with bleach and other cleaning products.</p> <p>Vapour may cause breathing problems</p> | <ul style="list-style-type: none"> ■ Dishwasher used instead of washing up by hand. ■ All containers clearly labelled. ■ Where possible, cleaning products marked 'irritant' not purchased and milder alternatives bought instead. ■ Long-handled mops and brushes, and strong rubber gloves, provided and used. ■ Staff wash rubber gloves after using them and store them in a clean place | <ul style="list-style-type: none"> ■ Staff reminded to thoroughly dry hands after washing. | | | |
| | | | <ul style="list-style-type: none"> ■ Provide non-taint, nut-oil-free cream for staff to apply regularly to replace the moisture 'stripped' by frequent washing. | | | |
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| Gas appliances | Staff, customers could suffer serious/fatal injuries as a result of explosion/ release of gas. | <ul style="list-style-type: none"> ■ Daily check of gas appliance controls. ■ Inspection, service and test carried out by Gas Safe registered engineer every 12 months. ■ Staff know where the main isolation tap is and how to turn supply off in an emergency. | <ul style="list-style-type: none"> ■ Contact Gas Safe registered engineer to fit suitable flame failure device on oven. | Manager | | |
| Electrical | Staff could suffer serious/ fatal injuries as a result of electric shock. | <ul style="list-style-type: none"> ■ Manager visually inspects the system once a year, and is competent to do so. ■ System inspected and tested by an electrician every five years. ■ Staff trained to check equipment before use and to report any defective plugs, discoloured sockets or damaged cable and equipment. ■ Staff know where fuse box is and how to safely switch off electricity in an emergency. ■ Plugs, sockets etc suitable for kitchen environment. ■ Access to fuse box kept clear. ■ Residual current devices (RCDs) installed on supplies to hand-held and portable appliances. | <ul style="list-style-type: none"> ■ Manager to inspect plugs, cables etc regularly. | Manager | | |
| | | | <ul style="list-style-type: none"> ■ Get electrician to inspect electrical equipment and advise on how often these should be inspected and tested. | Manager | | |
| Fire | Staff, customers could suffer serious/fatal injuries from burns/smoke inhalation. | <ul style="list-style-type: none"> ■ Fire risk assessment done as at www.communities.gov.uk/fire and necessary action taken. | <ul style="list-style-type: none"> ■ None | | | |
| Machinery | Staff risk serious injury from contact with dangerous/ moving parts on machinery. | <ul style="list-style-type: none"> ■ Staff trained in cleaning, assembly and operating procedures. ■ All dangerous parts to machinery suitably guarded. ■ Daily checks of machinery guards before use. ■ Staff trained to spot and report any defective machinery. ■ Safety-critical repairs carried out by competent person. ■ Operating instructions easy to locate. | <ul style="list-style-type: none"> ■ Remind staff to always isolate (switch off from power supply) machinery before carrying out maintenance or cleaning work. | Manager | | |

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| Falls from height | Staff risk serious injury (eg fractures) from a fall from any height. | <ul style="list-style-type: none"> ■ Suitable stepladder provided for changing light bulbs and for retrieving items from racking or shelves. ■ Staff trained in safe use of stepladder. | <ul style="list-style-type: none"> ■ None | | | |
| Pressure systems Steam pipes, pressure fryers etc | Staff may suffer serious/fatal injury from explosion. | <ul style="list-style-type: none"> ■ Thorough examination carried out by qualified engineer. | <ul style="list-style-type: none"> ■ None | | | |
| Workplace temperature | Kitchen staff may suffer ill health when they overheat in hot working conditions. | <ul style="list-style-type: none"> ■ Fans and extractors provided to control air temperature. ■ Staff encouraged to take rest breaks in cooler conditions when required. | <ul style="list-style-type: none"> ■ Encourage staff to take regular drinks of water. | Manager | | |
| Dining area | Food service staff, customers | <ul style="list-style-type: none"> ■ Risks from slips/trips and manual handling covered in previous sections. | <ul style="list-style-type: none"> ■ None | | | |

Assessment review date: