

Risk assessment

Company name: Saute Restaurant

Assessment carried out by: E/A Akkoyunoglu

Date assessment carried out: 03/07/20

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	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 quickly reported 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. 	Consider whether it is appropriate to change floor surface with better surface roughness.	Manager	04/07/20	03/07/20
			Remind staff to maintain good standard of housekeeping.	Manager	04/07/20	03/07/20
			Repair damaged floor tiles by the dishwasher in the kitchen.	Manager	04/07/20	03/07/20
			Ensure suitable footwear with good grip worn by staff.	Manager	04/07/20	03/07/20

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Manual handling Handling heavy items such as flour sacks, ingredients, boxes of meat, trays of crockery, kegs etc	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. 	Ensure team working for moving heavier items (eg pots).	Manager	From now on	Always on
Contact with steam, hot water, hot oil and hot surfaces	Kitchen staff and 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 releasing steam. Water mixer taps provided. All staff told to wear long sleeves. Heat-resistant gloves/cloths/aprons provided. 	Display 'hot water' signs at sinks and 'hot surface' signs at hot plates.	Manager	04/07/20	03/07/20
			Ensure handles on pans maintained.	Manager	From now on	
			Ensure staff trained in use of coffee machine.	Manager	04/07/20	03/07/20
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. 	Tell staff not to use knives to remove packaging – suitable cutters will be provided.	Manager and staff	04/07/20	03/07/20

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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. 	Staff reminded to thoroughly dry hands after washing.	Manager and staff	04/07/20	03/07/20
			Provide non-taint, nut-oil-free cream for staff to apply regularly to replace the moisture 'stripped' by frequent washing.	Manager and staff	04/07/20	03/07/20
			Remind staff to check for dry, red or itchy skin on their hands and to tell manager if this occurs.	Manager and staff	04/07/20	03/07/20
Contact with bleach and other cleaning chemicals	Prolonged contact with water, particularly in combination with detergents, can cause skin damage. Staff cleaning premises risk skin irritation or eye damage from direct contact with bleach and other cleaning products. Vapour may cause breathing problems.	<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. 	Staff reminded to thoroughly dry hands after washing.	Manager and staff	04/07/20	03/07/20
			Provide non-taint, nut-oil-free cream for staff to apply regularly to replace the moisture 'stripped' by frequent washing.	Manager and staff	04/07/20	03/07/20
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Gas appliances	Staff and 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 main isolation tap is and how to turn supply off in an emergency. 	Contact Gas Safe registered engineer to fit suitable flame failure device on oven.	Manager	04/07/20	03/07/20
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. 	<p>Manager to inspect plugs, cables etc regularly.</p> <hr/> <p>Get electrician to inspect electrical equipment and advise on how often these should be inspected and tested.</p>	Manager	From now on	

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Fire	Staff or customers could suffer serious/fatal injuries from burns/smoke inhalation.	Fire risk assessment done as at www.communities.gov.uk/fire and necessary action taken.	None			
Machinery	Staff risk serious injury from contact with dangerous or moving parts of 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. 	Remind staff to always isolate (switch off from power supply) machinery before carrying out maintenance or cleaning work.	Manager	04/07/20	03/07/20
Walk-in fridges and freezers	Any staff who may need to go in them, especially those not trained in how to operate the emergency alarm from inside. If trapped, employees could Develop hypothermia. There is also a slip risk to staff from spills on the floor	<ul style="list-style-type: none"> • Training all staff on how to open the door from inside, and how to activate the alarm. • Regular cleaning to prevents slips. • Adopting a 'clean as you go' policy to ensure any spills are cleaned up right away. • Providing first aid training should it be needed. 	None		04/07/20	03/07/20

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Overheating	<p>Those working in the kitchen during extreme temperatures may experience heat stress which could cause fatigue and increase accidents in the workplace. Accidents and mistakes in the kitchen may have a further impact on customers, for example through accidental contamination of food.</p>	<ul style="list-style-type: none"> • Maintenance of extraction to provide clean, cool air. • Providing cold drinks when needed to hot staff. 	<p>Encourage staff to take breaks where possible to cool down and rest.</p>	<p>Duty Manager</p>	<p>As and when</p>	

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Shelving	<p>Any passerby could be harmed by racks and shelving that hasn't been used correctly. Shelves could collapse or items could fall off.</p> <p>There is also a risk of harm if access to shelves is difficult.</p>	<ul style="list-style-type: none"> • Store heavy items waist height and lower, with lighter items on the higher shelves. • Ensure staff are trained in how to put deliveries away correctly. • Make sure nothing is stored on the floor or is in the way of the shelves. 	<p>Get some stepladders and train staff in their use for ease of access to higher shelves</p>	Manager	04/07/20	03/07/20
COVID-19 Procedures	<p>Following the Governments announcement and guidelines, in order to reduce, stop and manage the virus and contamination to protect lives</p>	<ul style="list-style-type: none"> • All walls and ceilings have been cleaned and painted • Electricity wires etc have been checked • Water leaks have been repaired and effected walls and ceilings are painted • Deep cleaning has been done and thorough cleaning schedule has been put into place • Checklists have been gone through and necessary actions have been taken. • Warning, information and guidance signs have been printed, laminated and displayed appropriately 	<p>All staff to be informed on actions to be taken</p> <p>Roles and responsibilities to be shared amongst management team</p>	manager	04/07/20	03/07/20

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		<ul style="list-style-type: none"> • Transparent pop up banners have been obtained in order to use in mitigate conditions where 2 m social distancing is not effective or appropriate • Restaurants capacity is halved and all excessive tables and chairs are removed from the premises • All table dressings are removed • Hand sanitisers are installed at 5 different points with appropriate signs • Hand washing schedule and posters are displayed throughout the restaurant for both customers and staff • Staff PPE equipment has been obtained and will be worn from now on • Meetings will be held in consideration of social distancing 				