



SCHOOL OF CULINARY ARTS AND FOOD TECHNOLOGY

SAFETY STATEMENT

2014



Version	Date	Name
1.0	30.04.2014	Dr. Frank Cullen

TABLE OF CONTENTS	
SCHOOL OF CULINARY ARTS & FOOD TECHNOLOGY EMERGENCY CONTACT DETAILS	4
INTRODUCTION	7
SAFETY RESPONSIBILITIES	10
DISCIPLINARY ACTION	14
HEALTH AND SAFETY CONSULTATION	14
PROVISION OF INFORMATION	14
HEALTH AND SAFETY RESOURCES	15
SAFE SYSTEMS OF WORK	15
PROCUREMENT CONTROL	15
INSPECTION PROCEDURES	15
TRAINING	16
EMERGENCY PLANNING AND RESPONSE	17
FIRST-AID	23
INCIDENT REPORTING AND INVESTIGATION	24
HAZARD REPORTING	24
MANAGEMENT OF CONTRACTORS/SERVICE PROVIDERS	24
PERSONAL PROTECTIVE EQUIPMENT (PPE)	24
ERGONOMICS	25
WELFARE PROVISIONS	25
SENSITIVE WORK GROUPS	26
LONE, OUT OF HOURS ACCESS	27
WORK PLACEMENT	27
TRIPS/TRAVEL	28
STAFF/STUDENTS WITH DISABILITIES	28
HEALTH SURVEILLANCE	28

WORKPLACE DRUGS, INTOXICANTS AND ALCOHOL	29
DIGNITY AT WORK ANTI BULLYING AND HARASSMENT POLICY	29
STRESS	29
AUDIT, REVIEW AND COMMUNICATION	29
DOCUMENT CONTROL	29
HAZARD IDENTIFICATION AND CONTROL MEASURES	29
APPENDICES	321

SCHOOL OF CULINARY ARTS AND FOOD TECHNOLOGY CONTACT DETAILS

Role	Name	Location	Email	Telephone Extension Number
Head of School	Frank Cullen	Cathal Brugha Street	Frank.cullen@dit.ie	4474
Assistant Head of School Culinary Operations	John Clancy	Cathal Brugha Street	John.clancy@dit.ie	4430
Assistant Head of School	Michael O'Connor	Cathal Brugha Street	Mike.oconnor@dit.ie	4435
School Administrator	Fabiola Hand	Cathal Brugha Street	Fabiola.hand@dit.ie	4344
School Administrator	Breda Bowden	Cathal Brugha Street	scaft@dit.ie	4344
Nominated Staff members Health and Safety Team	Tony Campbell	Cathal Brugha Street	Anthony.campbell@dit.ie	4436
	James Carberry	Cathal Brugha Street	James.carberry@dit.ie	7582
	Sean Cruise	Cathal Brugha Street	Sean.cruise@dit.ie	4451
Nominee on College Health & Safety Team	Frank Cullen	Cathal Brugha Street	Frank.cullen@dit.ie	4474
School First Aiders	Frank Jacoby	Cathal Brugha Street	Frank.jacoby@dit.ie	7581
	George Smith	Cathal Brugha Street	George.smith@dit.ie	4450
	Anthony Conlon	Cathal Brugha Street	Anthony.conlon@dit.ie	4475
	Denise Connaughton	Cathal Brugha Street	Denise.connaughton@dit.ie	4492
	Margaret Connolly	Cathal Brugha Street	Margaret.connolly@dit.ie	4444
	Ann-Marie Dunne	Cathal Brugha Street	Ann-marie.dunne@dit.ie	4443
	Elizabeth Erraught	Cathal Brugha Street	Elizabeth.erraught@dit.ie	4439
	Robert Humphries	Cathal Brugha Street	Robert.humphries@dit.ie	4419
	Franklyn Jacoby	Cathal Brugha Street	Franklyn.jacoby@dit.ie	7581
	Mary Kavanagh	Cathal Brugha Street	Mary.kavanagh@dit.ie	4427
	Norma Kelly	Cathal Brugha Street	Norma.kelly@dit.ie	4434
	James Murphy	Cathal Brugha Street	James.murphy@dit.ie	4453
	Patrick Zaidan	Cathal Brugha Street	Pat.zaidan@dit.ie	4437

Please see [School contacts](#) for full listing

EMERGENCY CONTACT NUMBERS

Emergency Services	112/999 (You may need to dial “0” for an outside line)
Mater Hospital	(01) 803 2000
Dublin City Council	(01) 222 22 22
Garda Síochána Store Street	6668000
Bord Gáis 24 hour emergency line	1850 20 50 50
ESB 24 hour emergency line	1850 372 999
Health and Safety Authority	1890 289 389
Samaritans	1850 60 90 90
Environmental Protection Agency	1890 33 55 99



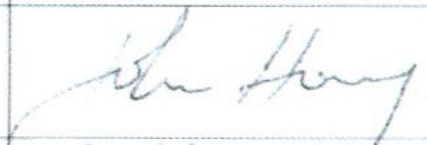



CAMPUS CONTACT DETAILS

Front Desk/ Reception	Porter on Duty	(01) 402 4302/ (01)402 4500
Incident Controller	Porter on Duty	(01) 402 4302/ (01)402 4500
Building Service Supervisor	Derek Bowden	(01) 402 4381
Building Maintenance Manager	Terry Maher	(01) 4024523/ 087 1958120
Occupational Health Officer	Orlaith Waters	(01) 402 4317 / 087 9809131
Health and Safety Officer	Edel Niland	(01) 402 4192 / 086 3891080
Health Centre	Linenhall	(01) 402 3614
	Aungier Street	(01)402 3051
Chaplain	Finbarr O’Leary	087 4169517
EAP Contact	VHI Corporate Solutions	Freephone 1800 995 955 (24 hours/ 7 days a week/ 365 days a year)
Student Counsellor	Catherine Bolger Mountjoy Square or Gabby Lynch Counselling service Administrator	(01) 402 4120 402 3352/ 086 0820542

Staff Safety Representative	No one currently appointed	
-----------------------------	----------------------------	--

LIST

LIST OF PERSONS IDENTIFIED AS BEING RESPONSIBLE FOR HEALTH AND SAFETY TASKS

TASKS	RESPONSIBLE PERSON	SIGNATURE
Coordinating and ensuring records are maintained for training and provision of Personal Protective Equipment	Frank Cullen	
Ensuring Safety Statement, risk assessments are carried out , updated and communicated	Frank Cullen	
Ensuring the upkeep of first-aid box and ordering first-aid supplies from Occupational Health Officer	John Hoey	
Co-ordinating contractors activities and dealing with Buildings Office for Work Permits	Frank Cullen	
Updating the statutory registers and Safety Data Sheets	Frank Cullen	
Ensuring adequate personnel designated as evacuation marshals and first aiders	Frank Cullen	

INTRODUCTION

Dublin Institute of Technology (DIT) is required under the provisions of the *Safety, Health and Welfare at Work Act 2005*, to have and bring to the attention of all employees, a statement of its policy, organisation and arrangements with respect to health, safety and welfare at work. The Act also embraces all of the activities at DIT and staff, students, visitors, contractors/service providers.

The fundamental aim of the *Safety, Health and Welfare at Work Act* is the prevention of accidents and illnesses at the place of work. Safety consultation procedures and the preparation of a Safety Statement and written risk assessment are the key provisions of the Act.

This Safety Statement has been prepared in compliance with the Act and provides details of the specific hazards relevant to the School of Culinary Arts & Food Technology and the controls that have been implemented to adequately safeguard the activities.

This Safety Statement should be read in conjunction with the DIT Parent Safety Statement which is available on the health and safety website.

This document applies to all staff, students, visitors, contractors/service providers and campus users. It will be updated as necessary in the light of new legislation, staff feedback, changes and practical experience. In addition it will be reviewed annually.

SAFETY POLICY & OBJECTIVE FOR SCHOOL OF CULINARY ARTS & FOOD TECHNOLOGY

The School of Culinary Arts and Food Technology (SCAFT) as an integral part of the Dublin Institute of Technology is committed to promoting maintaining and developing the highest standards of Safety, Health and Welfare of its employees, students, contractors/ service providers and visitors whilst they are within the Schools kitchens/bakery laboratories, training restaurants, stores and class rooms and public areas that are part of the School's facilities and come under the responsibility of the Head of School and Assistant Head of School. This written programme has been designed to identify and correct the potential of accidents and injuries before they occur. It is also committed to the continuous monitoring of its safety procedures in order to check upon their effectiveness and their maintenance. These procedures have been designed to lead to the avoidance or reduction in risks to health and safety. The school also endeavours as far as is reasonably practicable that the best practical methods of compliance with the Health Safety and Welfare at Work Act 2005 and associated legislations are achieved.

The School of Culinary Art and Food Technology has therefore prepared a detailed Safety Statement. This document sets out the safety policy in relation to its operations and specifies the means provided to achieve that policy. Only by working as a team can the goal of making the workplace as safe as possible be achieved, so all employees and students are encouraged to become familiar with the guidelines outlined in this Safety Statement. This Safety Statement deals with the general safety considerations of the School.

Objectives:

- To comply with our statutory obligations
- To reduce the number of accidents to an absolute minimum

- To create an attitude of safety consciousness in management, lecturers, supervisors, students and employees
- To provide for assignment of specific responsibilities for effective implementation and continuation of the safety programme
- To provide a basis for continuing safety education and training

Meeting Objectives

- Providing mechanical and physical safeguards to the maximum extent possible
- Conduct a programme of safety inspections to discover and correct unsafe working conditions or practices
- Training all employees in good safety practices
- Providing necessary personal protective equipment
- Developing and enforcing safety rules and requiring that all employees co-operate with the rules as a condition of employment
- Investigating every accident promptly to find its cause, and correcting the problem in order to prevent recurrence
- The design provision and maintenance as far as it is reasonably practicable, of safe access and egress to and from the place of work
- The design provision and maintenance of plant and equipment that are safe so far as it is reasonably practicable
- The preparation/revision, as necessary, of plans to be followed in emergencies
- To ensure so far as it is reasonably practicable, safety and prevention of risk to health in connection with the use of any article or substance
- The provision and maintenance of welfare facilities
- The obtaining, where necessary, of the services of a competent person for the purpose of ensuring safety at work, so far as it reasonably practicable
- The provision of a safe place of work - The provision of systems of work that are planned organised, performed and maintained so as to be safe, so far as it is reasonably practicable
- The Safety Statement is maintained and updated and written risk assessments are carried out and reviewed as required and brought to the attention of all employees at least annually



Signed: _____
Dr. Frank Cullen
Head of School

Date: 14th May 2014

SCOPE OF SAFETY STATEMENT

The School of Culinary Arts and Food Technology- Facilities

The School of Culinary Arts and Food Technology is the leading provider of education in Ireland for some of the world's largest industries (food, beverages and the broad area of hospitality). The School has a track record in providing unique and innovative programmes ranging from short specifically tailored continuing professional development courses to degree and post graduate level programmes.

The school has three departments with facilities and location as follows:

Department of Culinary Arts - Specialised Facilities

The Department of Culinary Art is located at Cathal Brugha St. and has six fully equipped training kitchens, two specialist pastry kitchens, two restaurant production kitchens and has access to one food product development kitchen, one sensory analysis laboratory and one demonstration theatre. There are two fully equipped training restaurants, one with a capacity of eighty seats and the second with a seating capacity of fifty. There is one fully equipped bar incorporating a foodservice facility. In addition the department has access to a fully resourced library, a state of the art language laboratory and a multimedia laboratory. The College has facilities which include 130 personal computers fully networked with internet access and includes learner e-mail and web course facilities. There are 42 class rooms available to the School in four buildings Sackville Place, Cathal Brugha St and Marlborough St.

Bakery kitchens - Specialised Facilities

The facility is located in the Cathal Brugha Street campus. The facilities consist of two bakery laboratories, one flour store, one equipment store, and culinary food outlet shop.

Bar Technology: Specialised Facilities

This facility is located in Marlborough Street; it consists of one purpose built training facility and classroom. All applied bar and wine classes are held in the bar laboratory/classroom in Marlborough Street.

SCOPE OF OPERATIONS

The School of Culinary Arts and Food Technology is the leading centre in Ireland for learning, teaching and research for some of the world's largest food related industries. The School is strongly student focused and nurtures creativity and innovation in the culinary arts that uniquely bridges the knowledge gap between the culinary performing arts, gastronomy, culinary/food science, food and beverage studies, food health and wellness, and entrepreneurship.

- **Cuisine/catering:** This includes restaurants, catering operations, bars, bakeries and elements of the hospitality/tourism related industries – the traditional activity
- **Agri-Food Industries:** This includes culinary related activities in food manufacturing, retail, wholesale and entrepreneurship – a new evolving activity. This is led by an increasing demand from students for more interesting and varied careers at senior levels in the broad agri-food product industries including but not limited to the traditional catering/hospitality sector. This is supported by government policies focusing on 'high end' job creation and improving the social and cultural development of the country
- **Niche Areas:** There is a growing demand for careers in niche artisan food and culinary related areas including food education, food media and food health and lifestyle. In particular food wellness and lifestyle are becoming more important

The School has a track record in providing unique and innovative programmes (often first in the field) ranging from short specifically tailored continuing professional development programmes (CPD) to degree and post graduate programmes. The learning experience offered to students

(learners) is multi-disciplinary, comprehensive and challenging. The academic programmes are highly effective, challenging, dynamic and innovative and lead to rewarding and satisfying career paths in food related industries including food manufacture/ retailing, catering, hospitality, agriculture, fisheries and horticulture.

The school has 759 full time students and 150+ part-time students. It should be noted that both groups of students and in particular those in the part-time programmes have a huge potential for growth. The school has 42 staff on contract.

HISTORY OF LOCATION

The College of Arts and Tourism at Cathal Brugha Street Campus

The College of Arts and Tourism is located on a number of sites both on the north and south side of the city. Two of the Schools, the School of Culinary Arts & Food Technology (SCAFT) and School of Hospitality Management & Tourism together with the School of Food Science and Environmental Health (part of the College of Sciences and Health with its main campus at Kevin Street) are located at Cathal Brugha Street/Marlborough Street, Dublin 1 with additional facilities in Sackville Place.

Historical Development of the School of Culinary Arts and Food Technology

In 1941, (under the Vocational Act of 1930 to develop commercial and technical training) a College was opened in Cathal Brugha Street offering domestic science teacher training, household management, human nutrition & dietetics, institutional management and chef apprentice programmes (professional cookery). In order to concentrate on the education of students for the hotel and catering industries, the College at Cathal Brugha Street stopped offering teacher training in 1951. In 1935 the Irish Bakers Trade Union had established a department of Baking Technology in Kevin Street. In Parnell Square the School of Commerce and Retail Distribution, Department of Bar and Meat Management had developed courses for Meat (1950) and bar (1963).

By the 1960's, the College at Cathal Brugha Street, then known as the Dublin College of Catering, continued to provide industry apprenticeship training programmes (cookery). A four year Higher Diploma in Hotel and Catering Management was established in 1973 and became eligible for an honours degree award from Trinity College Dublin in 1977. Part-time block release programmes particularly in professional cookery increased significantly.

The School of Culinary Arts and Food Technology was established (mid 2000- 2010) comprising the three former departments of Bar & Meat Technology, Department of Baking Technology and the Department of the Culinary Arts (previously known as the Department of Hotel and Catering Operations). These departments subsequently located to a single campus at Cathal Brugha Street since 2011.

SAFETY RESPONSIBILITIES

In accordance with the DIT Parent Safety Statement, the Head of School Culinary Arts & Food Technology, Frank Cullen as part of his management function, is responsible for ensuring, so far as is reasonably practicable, the health and safety of persons working, studying or visiting his area of responsibility. Where applicable the Head of School will delegate specific activities, operations and responsibilities to John Clancy Assistant Head of School and John Hoey Technician where necessary. In particular he is responsible for the following:

1. To ensure a Safety Statement relevant to operations is prepared which complies with Section 20 of the Safety, Health and Welfare at Work Act
2. To ensure that the Safety Statement is reviewed at least annually and that the DIT Senior Leadership Team (SLT) Health and Safety Sub-committee is notified that the review has been completed and is provided with any updated document which may result from such a review
3. To ensure that all hazards are identified and risks controlled

4. To ensure that regular safety inspections/audits are carried out to monitor compliance with the Safety Statement and legal requirements and to ensure appropriate follow-up action is taken
5. To investigate all accidents to staff/students/visitors in their area of responsibility and to complete the Incident Report Form as appropriate
6. To ensure that local emergency plans and first-aid procedures are implemented and that sufficient fire Marshals/first-aid personnel are available
7. To ensure that staff are appropriately trained to carry out their duties safely and to ensure the attendance of staff at designated training courses as appropriate
8. To ensure that all contractors/service providers carrying out work in the area operate under the Buildings Office Permit to Work system
9. Based on risk assessment, to arrange for the provision of adequate and appropriate personal protective equipment for employees

All Institute Staff

All employees/staff have a duty to take responsibility for their own safety, health & welfare and for that of visitors and any other person who may be affected by their acts or omissions while at work.

Statutory Requirement

Chapter 2, Sections 13 & 14 of the Safety Health and Welfare at Work Act 2005 places a number of obligations on employees whilst at work as outlined in this section:

13.—(1) An employee shall, while at work—

- (a) comply with the relevant statutory provisions, as appropriate, and take reasonable care to protect his or her safety, health and welfare and the safety, health and welfare of any other person who may be affected by the employee's acts or omissions at work,
- (b) ensure that he or she is not under the influence of an intoxicant to the extent that he or she is in such a state as to endanger his or her own safety, health or welfare at work or that of any other person,
- (c) if reasonably required by his or her employer, submit to any appropriate, reasonable and proportionate tests for intoxicants by, or under the supervision of, a registered medical practitioner who is a competent person, as may be prescribed,
- (d) co-operate with his or her employer or any other person so far as is necessary to enable his or her employer or the other person to comply with the relevant statutory provisions, as appropriate,
- (e) not engage in improper conduct or other behaviour that is likely to endanger his or her own safety, health and welfare at work or that of any other person,
- (f) attend such training and, as appropriate, undergo such assessment as may reasonably be required by his or her employer or as may be prescribed relating to safety, health and welfare at work or relating to the work carried out by the employee,
- (g) having regard to his or her training and the instructions given by his or her employer, make correct use of any article or substance provided for use by the employee at work or for the protection of his or her safety, health and welfare at work, including protective clothing or equipment,
- (h) report to his or her employer or to any other appropriate person, as soon as practicable—
 - (i) any work being carried on, or likely to be carried on, in a manner which may endanger the safety, health or welfare at work of the employee or that of any other person,
 - (ii) any defect in the place of work, the systems of work, any article or substance which might endanger the safety, health or welfare at work of the employee or that of any other person, or
 - (iii) any contravention of the relevant statutory provisions which may endanger the safety, health and welfare at work of the employee or that of any other person, of which he or she is aware.

(2) An employee shall not, on entering into a contract of employment, misrepresent himself or herself to an employer with regard to the level of training as may be prescribed under *subsection (1)(f)*.

14.—A person shall not intentionally, recklessly or without reasonable cause—

- (a) interfere with, misuse or damage anything provided under the relevant statutory provisions or otherwise for securing the safety, health and welfare of persons at work, or

(b) place at risk the safety, health or welfare of persons in connection with work activities

In addition, staff have the following responsibilities:

- To participate in and put into practice all training provided by DIT, to ensure compliance with safety, health & welfare legislation
- To co-operate with those responsible for health and safety
- To familiarise themselves with the contents of the Health and Safety Statement, safety policies and procedures and Codes of Practice
- To assist in the preparation and updating of the School of Culinary Arts & Food Technology Safety Statements
- To assist and co-operate with periodic safety inspections/audits
- To assist in the completion of standard hazard identification control sheets and co-operate with the reporting and investigation of incidents
- To ensure that all equipment is operated in a safe manner and good housekeeping standards are maintained at all times
- To promote safe work practices
- To ensure that all safety rules are communicated to students, contractors and visitors, other campus users
- To use equipment only if authorised and trained
- To ensure that any safety measures associated with new equipment/machinery is brought to the attention of the Head of School of Culinary Arts & Food Technology, implemented, documented in the Health and Safety Statement and communicated effectively
- To ensure that they do not carry out repairs or servicing on plant/equipment/machinery unless they are trained to do so, it is isolated and they should ensure that any guards removed to carry out repairs are properly replaced
- To wear appropriate personal protective equipment where required or in compliance with on-site mandatory signage
- To report to the Head of School or the Assistant Head of School of Culinary Arts & Food Technology any person abusing facilities or equipment
- To select and appoint a Safety Representative
- To notify the Health and Safety Officer of any perceived shortcomings in the safety arrangements

Undergraduate/Postgraduate

Students have a legal responsibility not to endanger themselves or others by their acts or omissions. Thus they must:

- Take reasonable care of their own safety and the safety of others
- Co-operate fully with all safety rules and regulations issued by DIT e.g. smoking etc.
- Co-operate with those with responsibility for health and safety
- Not interfere or misuse any specified items of safety equipment or any safety device
- Ensure that equipment is operated in a safe manner and good housekeeping standards are maintained
- Use personal protective equipment (PPE) as necessary. (Students are required to provide their own PPE –Chef uniform, safety shoes etc.)
- Not access or use kitchen facilities and equipment without the permission of their academic supervisor and where necessary the staff member in charge of these facilities
- Use equipment only if authorised and properly trained
- Report any incident, dangerous occurrence, defective equipment or potential safety hazard to the Head of School or Assistant Head of School of Culinary Arts & Food Technology
- To participate in any safety training programmes facilitated by the Health and Safety Office
- Adhere to policies and procedures in the case of lone working or out of hours access
- To evacuate the facility in compliance with the instruction provided on any activation of the fire alarm system

Contractors/Service Providers

The following responsibilities are allocated to contractors/service providers:

- All contractors/service providers will be expected to comply with the Institute's Policy for safety health and welfare and must ensure that their own Safety Statement is made available whilst work is being carried out. It is the Institutes policy that all contractor/service providers have a Safety Statement in accordance with the *Safety, Health and Welfare at Work Act 2005*
- All work must be carried out in accordance with relevant statutory provisions and taking into account the safety of others on the site. The contractor/service provider must have adequate insurance cover
- Contractors/service providers must not commence with any work on the premises or project site until the Contractor Safety Guidelines and other relevant safety procedures are read, understood and accepted (available from Buildings Office). They must complete the e-learning programme for contractors/service providers
- Contractors/service providers will take reasonable care of themselves and others who may be affected by their acts or omissions and will co-operate as appropriate with DIT employees as necessary
- Contractors/service providers must supply at tender stage a Safety Statement, relevant method statements, copies of their public and employers liability insurance and complete the Contractors Compliance Form CCF1 before a contract is awarded
- They will liaise with the local Building Maintenance Manager and obtain work permits as required
- Scaffolding and other access equipment used by contractor's/service provider's employees must be erected and maintained in accordance with current legislation and Codes of Practice
- All plant and equipment brought onto the site by contractors/service providers must be safe and in good working order, fitted with any necessary guards and safety devices and have all necessary certificates available for inspection
- All transformers, generators, extension leads, plugs and sockets must be suitable for industrial use and in good condition. No power tools or electrical equipment of greater than 110 volts should be used outdoors. If it is necessary to use equipment operating from a 220-volt supply, a residual current device with a rated tripping current of 30mA and operation of 30m sec must be used
- Any injury sustained by a contractor's/service provider's employee must be reported immediately to the local Building Maintenance Manager
- Contractors/service providers must comply with any safety instructions given by DIT.
- DIT may carry out safety inspections. Contractors/service providers informed of any hazards or defects identified during these inspections will be expected to take immediate action
- DIT must be notified of any material or substance brought onto the site which has health, fire or explosive risks. Such materials must be stored and used in accordance with current recommendations. Contractors must have a current SDS for each of these materials
- Contractors/service providers will be accountable for the maintenance of good housekeeping practices at all times within their respective areas of work
- Contractors/service providers are not allowed to use equipment owned by the Institute unless written permission is received from the Head of School Culinary Arts & Food Technology and a competent person passes it as being safe
- Contractors should report any accidents on site in compliance with the instructions provided on their induction training

Visitors (a person other than an employee or contractor/service provider)

- Visitors may not be aware of the potential hazards associated with DIT and also may lack familiarity with the Institute's premises/facilities and are therefore a potential risk to

themselves and others. All visitors must identify themselves to the relevant DIT personnel and follow all DIT's safety procedures and policies

- Visitors must not enter any area where they do not have the authority to do so. Hazardous areas will be restricted
- They must not interfere with any of the Institutes property, equipment, materials or substances unless they have permission to do so from the person in charge
- They must not remain on the premises any longer than necessary and should return PPE on leaving
- In the event of an evacuation, they will be led to the Assembly Point by their DIT host
- A safety booklet and wallet card is available at reception areas and on request
- The DIT Parent Safety Statement is available on the safety website www.dit.ie/safework
- DIT has a [Child Protection Policy](#) available on the DIT website

DISCIPLINARY ACTION

Any member of staff/student who contravenes or fails to manage to work in accordance with current safety health and welfare legislation, the DIT Parent Safety Statement and codes of practice may be subject to the Institute's disciplinary procedures. The Buildings Officer will address any contraventions by contractors/service providers.

HEALTH AND SAFETY CONSULTATION

Employers are obliged under *The Safety, Health and Welfare at Work Act 2005*, to consult with and take account of any representations made by employees regarding health, safety and welfare. The School of Culinary Art & Food Technology ensures that health and safety is an agenda item at all meetings and ensures that working groups are appointed to deal with certain health and safety items if required.

A nominee from the School of Culinary Art & Food Technology, Frank Cullen sits on the Health and Safety Team for the College of Arts & Tourism. This team meets periodically throughout the year every two months.

Consultation takes place when there is a change, update or modification to a particular work process, when new machines or processes are introduced or when new substances or materials are introduced.

The College of Arts & Tourism Health and Safety Team has selected and appointed Safety Representatives. Details of current Safety Representatives may be found on the health and safety website (www.dit.ie/safework)

PROVISION OF INFORMATION

The School of Culinary Arts and Food Technology address safety matter at School meetings, operational meetings and via email as necessary. The School holds up to five meetings per year. In September, December, January, May and June each year, in addition the School holds operation meeting when required.

Staff, students and others are made aware of safety matters by the following means:

- Desktop Emergency Response Flip charts
- Health & Safety notice boards
- Health & Safety Newsletters
- Toolbox talks
- Health & Safety Induction

- Health & Safety Training courses
- Signage:
 - Safety notice points
 - Emergency first-aid procedure signs
 - Emergency floor plans
 - Assembly point maps
 - Fire actions notices
- Emergency Response posters
- Safety booklets
- Safety wallet cards
- Website www.dit.ie/safework
- Posters
- Emails
- Inductions are prepared and delivered by Occupational Health Officers where requested

HEALTH AND SAFETY RESOURCES

The School of Culinary Art & Food Technology codes all budgetary spend on activities/spend pertaining to safety, health and welfare. Considerable resources are expended by the School of Culinary Art & Food Technology in securing the health, safety and welfare of employees in terms of personnel, time, materials, equipment and the purchase of goods and services.

Where additional equipment, training etc. is required whether as a result of ongoing risk assessment or legislative change, resources will be allocated on a prioritised basis to meet the identified requirements.

The health and safety website hosts a reference library of videos, texts, literature and other publications on health and safety matters.

SAFE SYSTEMS OF WORK

It is the policy of DIT to ensure that employees are not asked to perform tasks outside their competence and capacity. Safe systems of work have been designed with this objective in mind. As some work activities give rise to risks which can only be controlled by adherence to proper procedures, employees are issued with written safe working procedures which should be adhered to at all times.

Management shall keep a watching brief on safety matters and where necessary adjust or alter systems of work to make them as safe as is reasonably practicable.

For Standard Operation Procedures/Safety manuals please see in appendices.

PROCUREMENT CONTROL

The purchasing of equipment, plant and substances is subject to the provisions of the *Safety, Health and Welfare at Work Act 2005* and associated regulations, thus all equipment, plant or substances will undergo risk assessment prior to acceptance into the Institute. The School of Culinary Art & Food Technology follows all the guidelines as per the Parent Safety Statement and ensures that a risk assessment is carried out before any equipment/machinery or contractor/service provider is engaged by the School of Culinary Art & Food Technology.

INSPECTION PROCEDURES

All locations of work will be periodically inspected by a representative from the Health and Safety Office accompanied by local management and the Safety Representative. The Head of School

supported by the Assistant Head of School of Culinary Art & Food Technology will ensure non-conformances identified are rectified and a log maintained.

Where in the opinion of the Health and Safety Officer or other competent officer, there is a risk of serious injury and immediate risk to individuals, he/she will have the authority to advise that the activity is stopped until adequate steps have been taken to eliminate risk or if possible reduced to an acceptable level. Where the risk cannot be reduced to an acceptable level and finance is not available, the Head of School of Culinary Art & Food Technology shall ensure the activity is ceased.

In accordance with statutory requirements, certain examinations, testing and inspections are carried out on specific items. A list of those items, the frequency of inspection and the testing body is presented below:

Item	Location	Test Frequency	Test Company Details
<i>Flour Dust Monitoring</i>	<i>Bakery 1 and 2</i>	<i>Annual</i>	<i>OHSS Consultants</i>
<i>All portable electrical equipment i.e. handheld mixer, soup gun, small mixers, spiral mixers</i>	<i>All kitchens and bakeries</i>	<i>As necessary</i>	<i>Service Provider/ Competent person</i>

TRAINING

Health and Safety training is a legal requirement specified by the Safety, Health and Welfare at Work Act, 2005. It is also Institute Policy that all employees attend such health and safety training and assessment. Please see Health and [Safety Training Policy for Staff](#).

Each employee will be made aware of emergency action plans and arrangements pertinent to their workplace as per section 11 of the 2005 Act at induction by completing the online Emergency Response Training (ERT) programme.

In addition to our statutory duty to employees, DIT seeks to provide such training as is necessary to enable the students to undertake their studies in a manner which, in so far as it is reasonably practicable, is safe and does not give rise to risks to health or expose the individual student or other persons to unacceptable levels of risk. The provision and extent of any necessary training is dependent upon the nature of the academic discipline being pursued, the experience and disposition of the students involved, their familiarity with any equipment/substances to be utilised, the environment/conditions where the activities may be discharged, and the extent to which supervision is necessary and available. Risk assessments will highlight where additional student training is required.

Training required for the School of Culinary Art & Food Technology (staff only) includes:

Mandatory Training for the School of Culinary Arts and Food Technology:

- ***Induction***
- ***Manual Handling***
- ***Emergency First-Aid***
- ***Emergency Response Training (ERT)***
- ***Legal Update for Managers***

Specialist Training:

- ***Flour Dust Training***
- ***Evacuation Marshal***
- ***Occupational First-Aid***

EMERGENCY PLANNING AND RESPONSE

SERIOUS INCIDENT/EMERGENCY

- Dial 112/999 (You may need to dial “0” for an outside line)
- Contact DIT Health and Safety Officer - 086 3891080

REQUIRES FIRST-AID

- Seek School first-aider – see contacts page.
- Injured unwell staff/students:

Occupational Health Office

Orlaith Waters 087 9809131

Injured/Unwell Students:

Student Health Centres

Northside 01 4023614

Southside 01 4023051

If serious/after 5pm/in doubt, go directly to local A & E/local GP

REQUIRES FURTHER ATTENTION

- Staff members should attend their local GP
Students should attend the Student Health Centre
- Structural safety matters - Should be referred to the local Buildings Maintenance Manager
- Operational safety matters – Should be documented on a Hazard Report Form and sent to the Health & Safety Office (www.dit.ie/safework)

EMERGENCY PLANNING AND RESPONSE

FIRE & EVACUATION

SCHOOL CULINARY ARTS & FOOD TECHNOLOGY STAFF

INSTRUCTIONS ON DISCOVERING A FIRE (all staff, students, visitors, contractors/service providers, etc.)

- Activate the nearest fire alarm point
- Leave the building using the nearest exit route
- Disperse from the building and move away to place of safety
- Do not use the lift
- Do not re-enter the building until the “all clear” has been given

INSTRUCTIONS ON HEARING THE EVACUATION ALARM OR OTHER WARNING (all staff, students, visitors, contractors/service providers, first-aiders etc.)

Objectives:

To outline actions to be taken by School Culinary Arts & Food Technology staff in the event of an alarm activation

Duties:

Please make this as specific as possible for the relevant area

On hearing an alarm activation or other warning:

- Instruct students and staff to leave classrooms, offices, lecture theatres, kitchens, canteen, sanitary facilities, storage rooms, staff room, restaurants, common areas, sanitary facilities and students union

- All students in classrooms should be led by lecturers
- All visitors should be escorted to safety by the person they are visiting
- Anyone in common areas or moving between areas, should immediately join the lines of people exiting
- Shut down equipment if safe to do so and time permits
- Close windows and doors to confine smoke/fire spread
- “Sweep search” the area specify area (classrooms, offices, lecture theatres, kitchens, canteen, sanitary facilities, common areas, storage areas, staff room, restaurants and students union, evacuate the building* immediately by the nearest available exit. Marshals should then leave immediately via the nearest escape route
- If required, assist any individuals to evacuate the area
- Form a single file on both sides of the corridor or stairway, leaving the centre passageway clear
- Do not delay or stop to collect personal belongings
- Do not use the lift
- If heavy smoke is present, try to find another exit or crouch low to the floor
- All doors should be closed (not locked) by the last person in the line
- Report to your Assembly Point - **Pro Cathedral / Gresham Hotel**
- All evacuation marshals/sweepers, Building Maintenance personnel, Heads of School of Culinary Arts & Food Technology, first-aiders should assemble at the assembly point(s) to check in, reporting to the Incident Controller details of any casualties or people needing assistance with evacuation. This information is then given by the Incident Controller to the Emergency Services.
- Confirm to the Incident Controller that the area has been cleared and report details of any casualties or people needing assistance with evacuation to the Incident Controller
- Do not return to the building until instructed to do so by the Incident Controller

* Separate personal emergency egress plans (PEEP) have been prepared for people with disabilities

Fire Evacuation Procedure from DIT Cathal Brugha Street

Emergency Exit Plan

Follow the green arrow signs which direct persons to their emergency exits in Cathal Brugha Street

Fire Evacuation Procedure from DIT Marlborough Street

In order to avoid overload on the front stairs:

- Persons on the 7th 6th 5th and 4th floors should go down the back stairs and out the front entrance to Marlborough Street
- Persons on the 3rd, 2nd and 1st floors should go down the front stairs and out the front entrance to Marlborough Street
- Persons in the basement can either use the exit – in the female changing room, at the lift lobby (to outside metal staircase), or come up the stairs to the front entrance to Marlborough Street

Fire Evacuation Procedure from DIT Sackville Place

- Persons on the 1st, 2nd, and 3rd floors exit on the staircase and out the front entrance to Sackville Place
- Persons on the ground floor in rooms 1, 2, 3, 4 and offices exit through the front entrance to Sackville Place

- Persons on the ground floor in rooms 5, 6, 7, 8 and staff canteen exit using side exit of the building
- Persons in the basement can either use the exit at the rear of the room which leads up to the side exit of the building. Or use the exit at the front of the room which leads up to the porter's desk and out the front entrance to Sackville Place

YOU SHOULD FAMILIARISE YOURSELF WITH THE LOCATIONS OF THE FOLLOWING:

- Escape routes
- Fire alarm call points
- Fire extinguishers and blankets
- Fire assembly points

The Assembly point for DIT, Cathal Brugha Street

- **GRESHAM HOTEL**



The Assembly point for DIT, Marlborough Street

- **PRO CATHEDRAL**



The Assembly point for DIT, Sackville Place

- **EARL PLACE**



EVACUATION MARSHALS SCHOOL OF CULINARY ARTS & FOOD TECHNOLOGY

Evacuation Marshals
• Burke, Róisín
• Byrne, Gerry
• Cadden, Therese
• Campbell, Anthony
• Carberry, James
• Casey, Karen
• Clancy, John
• Conlon, Anthony
• Connaughton, Denise
• Connolly, Margaret
• Cruickshank, Anna
• Cruise, Sean
• Cullen, Frank
• Danaher, Pauline
• Dunne, Ann Marie
• Erraught, Elizabeth
• Farrell, Kathleen
• Hackett, Gereva
• Hand, Fabiola
• Hogan, Seán
• Humphries, Robert
• Jacoby, Frank
• Kavanagh, Mary
• Kelly, Norma
• Kelly, Paul
• Mac Con Iomaire, Martin
• McCauley, James
• Mulhern, John
• Murphy, James
• O'Connor, Michael
• Raftery, Bróna
• Rock, James
• Shanley, Stephen
• Seberry, Dermot
• Smith, George
• Koll, Gerald

- | |
|---|
| <ul style="list-style-type: none">• Zaidan, Patrick |
|---|

School of Culinary Arts & Food Technology will ensure that sufficient marshals are appointed on an ongoing basis to provide an effective service.

Your Incident Controller is: **Porter on Duty**

General Rule of Thumb – all staff should act as “sweepers” in the event of an emergency, checking offices, meeting rooms, kitchens, stores, staff room, canteen, class rooms as they exit to ensure that as they exit everywhere has been cleared.

YOU SHOULD NOT PUT YOURSELF IN DANGER AT ANY TIME

CONTROLLED PROCEDURES

Objects	Hazards	Possible Controls
Burning fat and fires	Overheated cooking oil (e.g. in a deep fryer) may catch fire on stovetop Hotplates or burners which remain hot enough to start fires	Provide fire blanket and dry chemical extinguisher in a prominent position adjacent to stovetop Buildings Office to ensure that simple brief instructions on how to use fire blanket to smother flames from burning fat or oil are displayed on the wall. All members of staff are trained in the use of this equipment. The Porters desk telephone number is displayed in every kitchen located close to the door. When a fire is detected the fire alarm system will activate alerting building occupants. Emergency procedures will be followed to evacuate the building safely. All staff working in kitchens are required to ensure they are fully compliant with the fire safety training (ERT). No cooking equipment should be left unattended if switched on.
Electrical fire	Short circuit in electrical equipment or appliance	Buildings Office to ensure that fire extinguishers in the kitchen area are safe for use on electrical fires (CO2 or dry chemical). Fire extinguisher checked on an annual basis by external contractor and inspected monthly [visually] by area responsible staff (School staff). All staff members have a responsibility to ensure that they are aware of procedures when dealing with electrical fires. In the event of an electrical fire full shut down should be activated by pushing the shut off switch located beside the kitchen exit door.
Leaking gas	Leaking gas may explode or fumes overcome workers in proximity of leak	The Buildings Office have an established procedure for dealing with gas leakage. Staff who notice or suspect a gas leak should quickly shut off gas supply using the shut off switch located beside the exit door and contact the Buildings Office
Fire control	Fire extinguishers, fire blankets or smoke alarms, smoke alarms	The Buildings Office maintains fire safety equipment. As part of regular safety checks ensure smoke alarms and fire extinguishers have been tested, refilled and repaired if required (refer to buildings safety statement

	Untrained staff administrating fire control	and territory requirements for testing and maintenance). Health and Safety provide appropriate training (ERT) to staff in administrating fire control (e.g. fire extinguishers, fire blankets).
Emergencies / evacuations	Emergency signage Signs not in place or not lit as required Lack of emergency procedures / programs Staff untrained in evacuation procedures	Buildings Office check that appropriate emergency signage is in place, appropriately lit and is regularly tested on a 13 week basis and is fully operational. Lecturer to check on entering a kitchen area that there is a clear path to emergency exits by more than one route. Buildings Office to ensure appropriate emergency procedures are in place. All staff to ensure that they are familiar with procedures and that they follow these procedures in the event of alarm activation. Conduct regular emergency evacuation drills to test procedures / programs and systems. The School to ensure lecturers receive appropriate training for coordinating emergency responses. Ensure all workers are familiar with all emergency response procedures, emergency alarm sounds and are able to act accordingly.

For further details see appendices.

FIRST-AID

An emergency first-aid kit and automatic external defibrillator (AED) is available at the Front desk/reception area. A list of Institute Staff who have completed training in first-aid/AED is available on the health and safety website (www.dit.ie/safework). It is required that all staff working in kitchens attends Emergency First-Aid training (1 day course, refreshed every 2 years).

Teaching Kitchens

First-aid kits are located in all kitchens and bakeries. All staff lecturing and working in these areas are trained in emergency first-aid. To restock first-aid kits - staff members complete a first-aid order form and submit it to the Occupational Health Officer.

School First-Aiders			
Name	Location	Email	Ext.
Frank Jacoby	Cathal Brugha Street	Frank.jacoby@dit.ie	7581
George Smith	Cathal Brugha Street	George.smith@dit.ie	4450
Anthony Conlon	Cathal Brugha Street	Anthony.conlon@dit.ie	4475
Denise Connaughton	Cathal Brugha Street	Denise.connaughton@dit.ie	4492
Margaret Connolly	Cathal Brugha Street	Margaret.connolly@dit.ie	4444

Ann-Marie Dunne	Cathal Brugha Street	Ann-marie.dunne@dit.ie	4443
Elizabeth Erraught	Cathal Brugha Street	Elizabeth.erraught@dit.ie	4439
Robert Humphries	Cathal Brugha Street	Robert.humphries@dit.ie	4419
Franklyn Jacoby	Cathal Brugha Street	Franklyn.jacoby@dit.ie	7581
Mary Kavanagh	Cathal Brugha Street	Mary.kavanagh@dit.ie	4427
Norma Kelly	Cathal Brugha Street	Norma.kelly@dit.ie	4434
James Murphy	Cathal Brugha Street	James.murphy@dit.ie	4453
Patrick Zaidan	Cathal Brugha Street	Pat.zaidan@dit.ie	4437

Further Treatment / Incident Report Forms

- Staff may refer students to the Student Health Centre in DIT Linenhall at 01 402 3614/ DIT Aungier Street 01 402305, or contact the Emergency Services on 112 / 0999 if an incident is urgent
- Incident Report forms are available from the Front desk. When completed and signed the top white copy should be sent the DIT Health & Safety Officer
- An Occupational Health Officer (Orlaith Waters) is available at 087 9809131 weekdays 9:00am – 5:00 pm to deal with the occupational health, safety and welfare needs of all staff and students and to provide a backup firstaid service

INCIDENT REPORTING AND INVESTIGATION

The Institute has a statutory duty to record all incidents/accidents and report certain types of accidents and dangerous occurrences to the Health and Safety Authority (HSA). Therefore all incidents resulting in personal injury, damage to property, dangerous occurrences or near miss e.g. must be reported immediately to your Manager/Supervisor.

The incident report form must be forwarded to the Health and Safety Officer within 24 hours of the incident occurring or as soon as possible. Incident report forms are available at the front desk/reception area.

HAZARD REPORTING

DIT recognises the part that its staff/students/visitors and contractors/service providers have to play in the reporting of hazards in the workplace. There is a report form to formally identify and report hazards. If the hazard is a structural issue, it should be reported immediately to the local Building Maintenance Manager and if it is an operational safety issue, it should be reported to local management using the Institute's Hazard Report Form available on the [health and safety website](#).

MANAGEMENT OF CONTRACTORS/SERVICE PROVIDERS

All work undertaken by outside contractors/service providers on behalf of the School of Culinary Arts & Food Technology must be carried out under a Buildings Office Permit to Work.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

It is the policy of DIT to eliminate all hazards where reasonably practicable. DIT will assess what PPE appropriate to the task/work environment is required only as a last resort when further risk reduction is not feasible.

All PPE and safety equipment purchased by the School of Culinary Arts & Food Technology must be of approved standards and comply with relevant EC Directives regarding design and manufacture. Defects shall be reported to Managers/Supervisors.

The various areas where PPE must be worn are outlined in the departmental risk assessments. This is further complemented with mandatory signage. PPE shall be provided and worn in designated areas and whilst carrying out specific tasks, based on the risk assessments.

All PPE must be appropriate for the risks involved without it leading to increased risk. It should be chosen based on assessment and in consultation with staff members. The PPE should be used only for the purpose specified and where it is necessary to wear simultaneously more than one item of PPE, they must be compatible with each other and continue to be effective against the risks involved. Staff should report immediately when the PPE is faulty or defective or if they have any medical condition that may affect the correct use of the PPE.

PPE should be of a type suitable for the conditions in the workplace and take account of the user's state of health. It is in principle intended for one's personal use only, however if it is necessary for an item of PPE to be worn or used by more than one person, measures should be taken to ensure that it does not create any health or hygiene problems for the users. The supply, issue and record of all PPE is the responsibility of Supervisors. Employees and students must be informed of all risks they are being protected from, instructed on the use of the PPE and given adequate information, training and demonstration in the wearing of such equipment and the level of protection afforded by its use. Every person provided with PPE must take reasonable care of such equipment and must make proper use of it where there is a foreseeable risk of injury and where they have been instructed to do so. They must also ensure that it is returned to storage subsequent to use. Supervision and monitoring are required to ensure PPE is used/worn.

Staff shall inform any person in the area including contractors/service providers, students and visitors of the statutory and local policies in place with regard to PPE.

Details of PPE Regulations are included in the student handbook for all practical programmes and continuously enforced in all classes. DIT Cathal Brugha is a Smoke free zone and no smoking is permitted in the building or directly outside the entrance. Details of staff and student uniforms can be reviewed in the appendices.

ERGONOMICS

All new equipment and machines, tools, work methods, work procedures and work stations should be assessed for ergonomic hazards prior to being brought into use. The Health and Safety Officer should be informed of the risk assessment process and will advise of competent people to assist with the risk assessment.

Staff should consider ergonomic standards when designing new workstations and layout of new offices.

It is the responsibility of the Head of Culinary Arts & Food Technology supported by the Assistant Head of School to ensure that all information on ergonomic controls is communicated to employees and students via circulars, team briefings or other means. He should also ensure that all problems identified are addressed and brought to the attention of the Health and Safety Officer.

WELFARE PROVISIONS

In accordance with legislation, Dublin Institute of Technology is committed to providing welfare facilities which are available to all staff which include the following:

- ✓ Adequate and suitable sanitary and washing and drying facilities with hot and cold running water maintained in a clean and hygienic condition
- ✓ Adequate number of lavatories and washbasins with hot and cold running water
- ✓ Adequate and suitable showers for employees if required by the nature of the work
- ✓ An adequate supply of potable drinking water at suitable points conveniently accessible to all employees, tested by the Buildings Office
- ✓ Suitable facilities for sitting/other ergonomic support, in the case where work can be done in a seated position

- ✓ Suitable and adequate facilities for boiling water and taking meals or reasonable access to other suitable and adequate facilities – staff room (room 15) located on the 1st floor, ARAMARK Canteen located on the ground floor DIT Cathal Brugha Street, Students Union Shop located on the ground floor DIT Marlborough Street, and staff room located on the ground floor DIT Sackville Place
 - ✓ Easily accessible rest rooms/areas with seats with backs
 - ✓ Adequate provision for drying wet or damp work clothes
 - ✓ Adequate ventilation, temperature and lighting
 - ✓ Fire detection and fire fighting equipment
 - ✓ Emergency routes and exits
 - ✓ Clean and well maintained interior walls, floors and traffic routes
 - ✓ Rest facilities for pregnant ladies or breastfeeding mothers (First-aid room)
- Everyone is obliged to care for these facilities and must not misuse them. All welfare provisions should be maintained in a clean safe condition
 - Arrangements for regular cleaning of premises and removal of waste should be made by the local Building Maintenance Manager. Arrangements for cleaning and waste disposal is outlined in the risk assessments below
 - Drinking water is available to all staff via water dispensers, located throughout the building

SENSITIVE WORK GROUPS

Protection of Children and Young Persons

In cases where children must be present on Institute premises and therefore affected by our acts/omissions, sufficient notification must be given to the Health and Safety Office by the DIT host representative, of the situation, so that an appropriate risk assessment may be carried out. When on DIT property, the parents/guardians/host representative charged with responsibility for bringing the child onsite, must be responsible for that child and ensure that at all times they are supervised and protected from activities, processes, equipment, machinery, agents etc.

The School works with the DIT Access programme each year. The Access office provide a workshop to inform staff working on the programme of the DIT policy and Child protection Act. This workshop is conducted before commencement of the Culinary Experience whereby School Children ranging between 16 and 17 years are invited into the School for two day experience. The owner of this programme is the Access Office and Risk assessments are developed by their office.

Please ensure that all staff are familiar with the [DIT Child Protection Policy](#).

Pregnant Post-Natal and Breastfeeding Employees/Students

The *Safety, Health and Welfare at Work (General Application) Regulations 2007*, places a duty on employers to assess the risks to determine any possible effects on new/expectant mothers resulting from any activity at the place of work.

- Each risk assessment will identify hazards in the workplace that could pose a health and safety risk to new and expectant mothers
- Where the assessment reveals a risk, then preventive or protective measures will be taken.
- Pregnant employees/students should advise the Health and Safety Office of their condition as soon as they are aware they are pregnant so that a confidential pregnancy risk assessment may be carried out

- On returning to work/college any new mothers who are breastfeeding and require facilities should contact the Health and Safety Office

LONE/ OUT OF HOURS ACCESS

There is currently no building access outside of normal working hours in the School of Culinary Art & Food Technology with out of hour access. Currently the School do not have lone workers on site.

WORK PLACEMENT

Student Work Placement

The meaning of work placement is *'Relevant training provided as part of a training course, programme, offered in the School of Culinary Arts & Food Technology in an Industrial/ Commercial premises or food businesses'*.

These placements are usually located outside of the college but could be a research centre located within the college. The meaning suggests that the college cannot be regarded as an “employer” of students on work placement. There remains however, a duty of care on the college to take reasonable care in arranging a placement. Tutors should consider providing detailed requirements regarding safety and health to students going on placement and their work placement providers. As part of the educational provision in the School three workshops are conducted for students going on industry placement longer than five weeks. In these specialised workshops health and safety is discussed. For student on placement for five weeks or less one workshop is conducted at which safety issues are discussed. All placement programmes in the School of Culinary Arts and Food Technology are external to the College.

Definitions:

Student: Any person registered on a programme of study provided by the college.

Placement: The provision of any work based activity, under the control of any undertaking, for a student to gain experience of work, or of working environments, as part of a course of study.

Placement provider: Any undertaking, whether or not for profit making facilities for work experience available to students.

Placement tutor/supervisor: A member(s) of college staff nominated to liaise with or visit the placed student.

During Placement

Where visits take place the placement office/tutor, will specifically enquire on health and safety at work matters and record his/her findings.

Risk to the student or danger of harm if at any time any member of the School staff has good reason to believe that a student is in a position where harm is likely to be caused to the student because of unsafe practices at the placement, he/she will remove the student immediately and that premise will be taken off the list of approved premises. The Head of School/ Assistant Head of should be advised where any doubt arises as to the suitability of a placement for health, safety, or welfare reasons, or where an initial enquiry raises doubts as to suitability.

Placement with or in other educational establishments: The same general regulations apply as to placement in industrial/commercial establishments.

Industrial/commercial placements: Each placement must be reviewed by the placement tutor and account taken of relevant local conditions and appropriate controls put in place where necessary.

Course/placement monitoring

Where students are placed in employment overseas the Placement Officer or Tutors is required to communicate with the host organisation and monitor their progress based on the information received during the placement.

Working Overseas

The work placement is usually within the European Union and is therefore subjected to European Health and safety Legislation and is normally controlled by the employers in the country visited. They (placement providers) will be subject to the health and safety regulations of the European Union and the country in question. Individual employers may have health and safety codes of practice to which Irish academics and students are required to adhere.

TRIPS/TRAVEL

Lecturers Attending Courses and Conferences Abroad

In cases where the Dean or Head of School is releasing academic staff member to attend short courses or conferences abroad the responsibility for assessing the risks rests with the individual staff member. The staff member concerned must ensure that a full and appropriate risk assessment has been completed and that they have been provided with all essential information by the course or conference organisers.

Lecturers Taking Students Overseas

Where individual members of staff and leaders are taking students overseas, they must be authorised, competent and where necessary qualified. They must be adequately trained in the basic health and safety techniques, possess any necessary skills (such as basic first-aid), are capable and competent in leading a party in the field (where appropriate) and appreciate the hazards and safety measures involved in the undertaking as a whole. The staff member organising to take students overseas must complete a risk assessment in advance of traveling. Where groups of persons are involved, this appreciation will be communicated down the chain to all participants. This is particularly important in areas of high risk due to isolation, geographical, environmental or other natural features, e.g. disease, natural predators, etc. Local conditions have been explored sufficiently and the likely risks are communicated to all concerned. All groups or individuals are as well prepared as is reasonably practicable.

STAFF/STUDENTS WITH DISABILITIES

Specific risk assessments will be completed to ensure that the health and safety needs of staff and students with permanent/temporary disabilities are taken into account. Preventative and proactive measures will be put in place following the risk assessment if specific hazards are identified. Personal emergency egress plans (PEEPs) will also be prepared if required. The Disability Liaison Officer will provide specialist and competent advice and liaise with the Health and Safety Officer, Occupational Health Officers, College Manager and Building Maintenance Manager. The onus is on visitors with a disability to notify staff at the front desk, who will assist in evacuation if required. Please ensure all staff and students are familiar with the procedure and are referred to relevant services where necessary.

HEALTH SURVEILLANCE

Risk assessments will determine if health surveillance is required. Health Surveillance is made available to all staff appropriate to the health and safety risks present and facilitated by the Health and Safety Office. In certain circumstances, staff and students may be referred to our external Occupational Health Physician for a health assessment in relation to their work/studies to ensure that we can put in place any additional corrective action if required.

Eye tests are available for regular visual display unit users at the National Optometry Centre. Please familiarise yourself with the eye test policy which is available on the [health and safety website](#).

WORKPLACE DRUGS, INTOXICANTS AND ALCOHOL

An employee/student must ensure that he or she is not under the influence of an intoxicant to the extent that he or she is in such a state as to endanger his or her own safety, health or welfare or that of any other person. Contraventions will be dealt with as per DIT disciplinary procedures.

DIGNITY AT WORK ANTI BULLYING & HARASSMENT POLICY AND PROCEDURES

The Institute's Dignity at Work Anti Bullying & Harassment Policy and Procedures deals with complaints against members of staff in the workplace which also includes work associated events such as meetings, conferences and work related social events, whether on the premises or off site. Bullying or harassment of staff/students will not be tolerated. Please ensure that all staff are familiar with the relevant [policy/procedure](#).

STRESS

The risk assessment will identify any areas where stress is a hazard and controls will be implemented to eliminate this hazard. The HR department should be consulted immediately if an issue regarding stress is highlighted. An Employee Assistance Programme (EAP) is available to all staff. Students should liaise with their tutors in relation to issues regarding stress. Tutors are appointed for groups of students. Students may also seek assistance from the Student Health Centre and Student Counselling Service.

AUDIT, REVIEW AND COMMUNICATION

The School of Culinary Art & Food Technology ensures that periodic health and safety audits are completed and a review of all Safety Statements and documentation takes place. This will be approved by DIT's SLT Health and Safety Sub-Committee. All changes will be communicated to all staff, students, visitors and contractors/service providers. The most recent revision of all Safety Statements will be available on the DIT safety website and from the School of Culinary Art & Food Administrator.

DOCUMENT CONTROL

This document is a controlled document and as such any updates, review and distribution will be in accordance with DIT's standards for such documents. Only controlled copies will be updated when required. The Head of School Culinary Art & Food Technology will issue new documents after appropriate consultation and agreement with relevant parties

HAZARD IDENTIFICATION AND CONTROL MEASURES

It is the policy of the Institute to identify hazards in the workplace, assess the risk to safety and health and control these risks as far as is reasonably practicable.

The Parent Safety Statement outlines the generic hazards, which have been identified and the control measures that are in place.

It is incumbent on those responsible for managing their areas of work, at all levels, not merely to observe the arrangements described in the Parent Safety Statement, but to assess their applicability within their area of authority and where necessary to refine and extend them to deal with particular

local situations. The management of the Dublin Institute of Technology is committed to ongoing identification of hazards, assessment of the appropriate risks and the introduction of controls to deal with them. Management at all levels have a responsibility to apply this principle within their area of authority.

Staff are encouraged to become involved and participate in safety, health & welfare issues. In particular, they are encouraged to identify any potential hazards, which may exist, and to ensure that a risk assessment is carried out.

Ongoing hazard inspections will be carried out periodically to ensure that the information is updated, controls are adequate and where necessary the risks are reassessed.

A **“hazard”** is taken to mean “any substance, article, material or practice which has the potential to cause harm to the safety, health or welfare of staff, students, visitors, contractors/service providers in DIT”. Hazards may be classified as:

- Physical
- Chemical
- Biological
- Operational
- Human Factors

“Risk” is a measure of the probability of the event occurring and the severity and extent of the injury, ill health or damage it may cause if it did occur.

Risks may be classified as:

- High
- Medium
- Low

High	Occurrence is probable, and could cause a fatality, serious injury or serious ill health to an individual or group of people.
Medium	Occurrence is possible and could cause injury or ill health to an individual or a small group of people.
Low	Occurrence is possible but unlikely, only minor injury would be caused and would probably be limited to a single individual.

The classification of hazards should be used to develop the priority of control measures, remedial actions, and the allocation of resources. As a general rule, the control measures will seek to eliminate any risk classified as high and reduce the potential of risks classified as medium or low.

Risk control measures are a combination of:

Elimination	Where the risk is removed
Substitution	Where the risk is exchanged for one of lesser classification
Isolation	Where the risk is contained (e.g. Enclosures, guards etc.)
Engineering	Where common systems are used to protect all exposed to risk (e.g. Fire alarms, ventilation systems etc.)
Personal Protection	Whereby the above means, the risk cannot be reasonably be reduced further, but an unacceptable level of risk remains, the team members are individually protected from the risk.

Procedure

Where procedural controls are used. This will include procedures such as Standard Operating Procedures and training and the provision of information may apply to any and all of the above control measures.

RISK ASSESSMENT		PAGE NUMBER
001	Fire Emergency Response & Evacuation	38
002	Manual Handling	42
003	Work Equipment o Kitchen equipment/ grills/ mixers/ ovens/ food processers	44
004	Portable Appliances & Handheld Equipment	46
005	Noise	47
006	Structural: Floors, Walls, Ceilings, Doors, Fixtures and Fittings	48
007	Slips, Trips & Falls	49
008	Access & Egress	50
009	Photocopiers & Printers	51
010	Ergonomics/ Work Stations	53
011	Mechanical Lifting Systems	54
012	Delivery Vehicles	55
013	Hot Surfaces / Liquids / Solids	56
014	Pressure Systems	57
015	Radiation	58
016	Vibration	58
017	Services: Heating	59
018	Lighting	60
019	Ventilation & Temperature	61
020	Electricity	62
021	Asbestos	64
022	Confined Spaces	64
023	Lasers	64
024	Construction / Maintenance Work	65
025	Office Safety	66
026	Glass/ Sharp Objects / Knives	68
027	Cleaning of Kitchen Equipment	70
028	Deep Fat Fryers	71
029	Food handling	73
030	Work Activities / Processes	74

	○ Kitchen, bakery, and restaurant activities: food preparation, cooking, serving and cleaning	
031	Housekeeping	75
032	Cleaning	77
033	Waste Disposal & Removal	78
034	Signage and Documentation	79
035	Incidents, Hazard Reporting, First-Aid	80
036	Use of Ladders / Working at Height	81
037	Out of Hours Access / Lone Working	82
038	Trips/ Travel	83
039	Work Placement	84
040	Events Hosting	85
041	Conferences / Seminars	86
042	Storage	87
043	Sensitive Work Groups: ○ Pregnant Employees /Students & Nursing Mothers	88
044	Sensitive Work Groups: ○ Young Persons	89
045	Sensitive Work Groups: ○ People with Disabilities	90
046	Sensitive Work Groups: ○ New Recruits	91
047	Sensitive Work Groups: ○ Undergraduates	92
048	Sensitive Work Groups: ○ Postgraduates	93
049	Stress	94
050	Violence	95
051	Bullying & Harassment	96
052	Welfare Facilities ○ Sanitary Facilities, Staffroom / Canteen	97
053	Visitors	98
054	Contractors / Service Providers	99
055	Behaviour	100
056	Personal Protective Equipment (PPE)	101
057	Chemicals	102
058	Gas	105
059	Biological Agents	107
GREEN ROOM KITCHEN (GRK)		
060	Work Equipment ○ Cryto peerless EL5 5 LT planetary mixer ○ HL 11012AT planetary mixer ○ Cryto peerless XBE10AS planetary mixer	108
061	Work Equipment ○ Zanussi RS06FIF single door freezer ○ (Polar GN70BTV single door freezer	110
062	Work Equipment ○ Foster gastronorm supra single door fridge ○ Foster gastronorm supra double door fridge ○ Foster gastronorm supra single door fridge	111
063	Work Equipment ○ Foster BCF 35 / 15 blast chiller	112
064	Work Equipment ○ RDI pot soaking unit	113
065	Work Equipment ○ Zanussi type 10 M9286 ice machine	114
066	Work Equipment,	115

	o LT potato ricer	
067	Work Equipment o Panasonic pro 2 1400 microwave oven	116
068	Work Equipment o Alto Shaam 1000-BO2/96 Hot holding unit o 2 X bespoke baine marie hot holding units	117
069	Work Equipment o Hobart upright dishwasher	118
070	Work Equipment o Falcon "steakhouse" grill	119
071	Work Equipment o 2 X Morice 6 burner 1 solid top range	120
072	Work Equipment o Metos culino-80 stock pot	121
073	Work Equipment o Convotherm OD10.10 P 10 grid combi oven x2 o Moretti forni "grain" PD60.60 pizza oven	122
KITCHEN 8 (KT8)		
074	Work Equipment o Ilsa Ah141002 2 door freezer o Foster gastronorm supra 351 HT 2 door fridge o Foster Premg 135 OH 2 door fridge x2	123
075	Work Equipment o ITV "ice queen" 135 aire (v17) Ice machine	124
076	Work Equipment o Falcon G2522 "Dominator" wall mounted gas grill o Falcon steakhouse wall mounted grill	125
077	Work Equipment, o Helia type 24 smoker (2 units)	126
078	Work Equipment o La minerva G/E32R refrigerated mincer	127
079	Work Equipment o Morice 4 burner / 1 solid top gas range	128
080	Work Equipment o Convotherm OES 10.10 10 grid combi oven o Juno 5712-36 10 grid combi oven	129
081	Work Equipment o Robot coupe R3 food processor	131
082	Work Equipment o Kitchen K5SS 5 LT planetary mixer	132
083	Work Equipment o La minerva Pack 69 vacuum packer	133
084	Work Equipment o Robot coupe Mp350 soup gun	134
085	Work Equipment o Spicer "tumbler" meat marinader/ briner	135
086	Work Equipment o Hatco CSS-5M hot holding/ smoking unit	136
087	Work Equipment o Lauda M20 (heater RM 6 B) water bath	137
088	Work Equipment o Prolite LD 50 deep fat fryer	138
089	Work Equipment o Double griddle unit	140
090	Work Equipment o "Capic" 2 burner & 1 solid top gas range	141
091	Work Equipment	142

	○ Foster BCF 35/15 blast chiller	
092	Work Equipment ○ Butcher blocks	143
KITCHEN 9 (KT9)		
093	Work Equipment ○ Robot coupe R301 food processor ○ Robot coupe Blixer 4 mono food processor	144
094	Work Equipment ○ Convotherm OES.6.10 6 grid combi oven ○ Henny Penny "Esc110819-01" 10 grid combi oven (CE marked) ○ Hobart 6 C8-0611E 6 Grid Combi Oven	146
095	Work Equipment ○ "Panasonic Pro 2" 1400 microwave oven	148
096	Work Equipment ○ Fagor FE-710 C deep fat fryer	149
097	Work Equipment ○ "J Charvet Voiron" bespoke cooking island	151
098	Work Equipment ○ 2 Baine marie hot holding service units	153
099	Work Equipment ○ Hobart HX40 dishwasher	154
100	Work Equipment ○ Foster gastronorm supra 351 HT 2 door fridge ○ Tefcold TFW1605 undercounter fridge ○ Tefcold TFW1605 undercounter fridge ○ Foster HR150 undercounter fridge ○ Foster HR400 single door fridge	155
101	Work Equipment, ○ Marco "comet" water boiler	156
102	Work Equipment ○ Robert roberts NOVO-011 coffee machine	157
103	Work Equipment ○ La minerva pack 16 vacuum packer	158
104	Work Equipment ○ HL 11012 AT 20 lt planetary mixer ○ Kenwood KM005 5LT planetary mixer	159
105	Work Equipment ○ Ilsa 2 door TmmG2017 undercounter freezer	161
106	Work Equipment ○ Foster BCF 20/10 blast chiller	162
107	Work Equipment ○ Avery berkel FX220 digital weighing scales (2 units)	163
108	Work Equipment ○ Jackson 900 series 9016 6 burner & oven range	164
109	Work Equipment ○ La cimbali M30 G/1T tri classic coffee dock	165
KITCHEN 17		
110	Work Equipment ○ Foster Premg 136 OH 2 door fridge	166
111	Work Equipment ○ Hobart 6 C8-0611E 6 Grid Combi Oven ○ Hobart 6 CSDUC1012LAE-KK 10 Grid combi oven ○ Convotherm OES.10 ES1010030000AD10 grid combi oven, Morice 4 burner & 1 electric oven ○ Eloma genius T6-11 Grid combi oven	167
112	Work Equipment ○ X2 Falcon "steakhouse" wall mounted grill	169

113	Work Equipment ○ Morice 4 burner & 1 solid top gas range x2 ○ Morice 2 burner & 1 solid top gas range x2	170
114	Work Equipment ○ Foster CBCF 20/10 blast chiller	171
115	Work Equipment ○ Robot coupe R301 D food processor	172
116	Work Equipment ○ Panasonic pro 2 1400 microwave oven	174
117	Work Equipment ○ "steakhouse" wall mounted grill – removed from kitchen	175
118	Work Equipment ○ Prolite LD 50 fat fryer	175
KITCHEN 18		
119	Work Equipment ○ Foster Premg 50 OH 1 door fridge ○ Foster gastronorm supra 351 HT 2 door fridge	178
120	Work Equipment ○ Rational SCC101 10 grid combi oven ○ Convotherm OES.10.10 ES301003000A0010 grid combi oven	179
121	Work Equipment ○ Electrolux Dito BM20 20 LT planetary mixer ○ Kitchen aid KPM50 5 LT planetary mixer	181
122	Work Equipment ○ Morice 4 burner & 1 solid top gas range x4	182
123	Work Equipment ○ Market forge "steam it" ST-E pressure cooker	183
124	Work Equipment ○ Robot coupe R301 D food processor	184
125	Work Equipment ○ Robot coup musso L2 ice cream machine	185
126	Work Equipment ○ Prolite LD 50 deep fat fryer x2	186
127	Work Equipment ○ Morice Traitogaz wok station	188
128	Work Equipment ○ Falcon "steakhouse" wall mounted grill	189
129	Work Equipment ○ Panasonic Pro 2 2600 microwave oven	190
130	Work Equipment ○ Grant SVP 26 Sous vide water bath & heater	191
131	Work Equipment ○ Grant SV 200 Sous vide water stirred & heater	191
132	Work Equipment ○ Sammic TR-330 soup gun / food blender	192
133	Work Equipment ○ Mercatus blast chiller	193
134	Work Equipment ○ Vorwerk thermomixer 31-1	194
135	Work Equipment ○ CGT sausage machine	195
KITCHEN 19		
136	Work Equipment ○ Morice RE0009 2 burner + 1 solid top + electric oven x 8 ○ Falcon convectasteam 10 grid combi oven	196
137	Work Equipment ○ Morice RE0009 2 burner + 1 solid top + gas oven x7	198

138	Work Equipment ○ Robot coupe R3 food processor	200
139	Work Equipment ○ Morice "Grill stone" double griddle unit	201
140	Work Equipment ○ Rangemaster 400 wall mounted grill ○ Moorwood vulcan rollergrill wall mounted grill	202
141	Work Equipment ○ Foster gastronorm supra 351 HT 2 door fridge	203
142	Work Equipment ○ Robot coupe Musso L2 ice cream machine	204
143	Work Equipment ○ Electrical weighting scales x2	205
KITCHEN 20		
144	Work Equipment ○ Prolite LD50 fat fryer ○ Buffalo L484 fat fryer	206
145	Work Equipment ○ Mareno 4 burner gas range (6 units)	208
146	Work Equipment ○ Mareno PCEV 60 ceramic top electric range x8	209
147	Work Equipment ○ Falcon steakhouse wall mounted grill x2	210
148	Work Equipment ○ Hobart 6 C8-0611E Grid Combi Oven x2 ○ Rational SCC 101 10 grid combi oven, ○ Falcon Eloma "Genius T6-11" 6 grid combi oven	211
149	Work Equipment ○ Foster gastronorm supra 351 HT 2 door fridge ○ Ilsa AH070002 single door freezer	213
150	Work Equipment ○ Robot coupe R302 food processor	214
151	Work Equipment ○ Sink areas	215
KITCHEN 21		
152	Work Equipment ○ Ilsa AHPA0001 single door freezer ○ Polar U635 2 door freezer ○ Foster Maxima single door freezer	216
153	Work Equipment ○ Ilsa 44411201 single door fridge ○ Foster gastronorm supra GS 1351 HT 2 door fridge	217
154	Work Equipment ○ RDI pot soaking unit	218
155	Work Equipment ○ Hobart upright hood dishwasher	219
156	Work Equipment ○ Panasonic pro 2 1400 microwave oven	220
157	Work Equipment ○ Prolite LD 50 fat fryer	221
158	Work Equipment ○ Sammic BMO TR35006 soup gun	223
159	Work Equipment ○ Robot coupe Musso L1 ice cream machine	224
160	Work Equipment ○ Foster BCF 35/15 blast chiller	225
161	Work Equipment	226

	<ul style="list-style-type: none"> ○ Morice 4 burner & 1 solid top x2 ○ Morice 2 burner & 1 solid top x2 	
162	Work Equipment <ul style="list-style-type: none"> ○ Convotherm OEB.6.10 10 grid combi oven X 4 	227
163	Work Equipment <ul style="list-style-type: none"> ○ Garland wall mounted grill x 2 	229
164	Work Equipment <ul style="list-style-type: none"> ○ Robot coupe R302 food processor, ○ Thermomix 31-1 food processor 	230
165	Work Equipment <ul style="list-style-type: none"> ○ Kitchen aid 5KM50 5 LT planetary mixer ○ Kenwood major KM020 5 LT planetary mixer 	231
166	Work Equipment <ul style="list-style-type: none"> ○ Electrical weighting scales x1 	232
KITCHEN 22		
167	Work Equipment <ul style="list-style-type: none"> ○ Hobart upright hood dishwasher 	233
168	Work Equipment <ul style="list-style-type: none"> ○ Hobart A12ON planetary mixer ○ Dito XBM20 Planetary mixer 	234
169	Work Equipment <ul style="list-style-type: none"> ○ Moorwood Vulcan 8 burner gas range 	236
170	Work Equipment <ul style="list-style-type: none"> ○ Cely electric weighing scales (2 units) ○ Avery berkel weighing scale 	237
171	Work Equipment <ul style="list-style-type: none"> ○ Robot coupe Blixer 4 3000 mono food processor 	238
172	Work Equipment <ul style="list-style-type: none"> ○ Foster gastronorm supra GS 1351HT 2 door fridge ○ Ilsa AS050001 single door chocolate fridge 	239
173	Work Equipment <ul style="list-style-type: none"> ○ Foster BC35 blast chiller 	240
174	Work Equipment <ul style="list-style-type: none"> ○ LTH single door freezer 	241
175	Work Equipment <ul style="list-style-type: none"> ○ Ott Freezer FB 6 MF 3 WK ice cream machine 	242
176	Work Equipment <ul style="list-style-type: none"> ○ Fritsch mini 520 pastry roller 	243
177	Work Equipment <ul style="list-style-type: none"> ○ Buffalo CE208 1 pot induction hob x3 ○ Bonnet type 404A40 induction hob 	244
178	Work Equipment <ul style="list-style-type: none"> ○ Sammic TR-330 soup gun 	246
179	Work Equipment <ul style="list-style-type: none"> ○ Sugar lamp x2 ○ Parry C2W sugar lamp ○ Matfer lamp a sucre sugar lamp x3 	247
180	Work Equipment <ul style="list-style-type: none"> ○ Panasonic "gourmet" NE-1330 microwave oven 	248
181	Work Equipment <ul style="list-style-type: none"> ○ Kitchen 5KPM50 planetary mixer x3 ○ Kenwood KM005 planetary mixer (3 units) 	249
182	Work Equipment <ul style="list-style-type: none"> ○ Matfer gonesse 010 water bath / kettle x3 	251
183	Work Equipment <ul style="list-style-type: none"> ○ Keychoc ch04 chocolate kettle x2 	252
184	Work Equipment	253

	<ul style="list-style-type: none"> ○ Sveba US-22 1H-1L 2 deck pizza oven removed ○ Tom Chandley 3 deck 2 tray compacta bakers oven x2 	
185	Work Equipment <ul style="list-style-type: none"> ○ Mono "pizzaiola" spiral mixer 	255
186	Work Equipment <ul style="list-style-type: none"> ○ Robot coupe Musso mod L2 ice cream machine x2 	257
187	Work Equipment <ul style="list-style-type: none"> ○ Mono proving press 	258
LARDER		
188	Work Equipment <ul style="list-style-type: none"> ○ Foster gastronorm supra 2 door fridge("2 units") 	259
189	Work Equipment <ul style="list-style-type: none"> ○ Butcher boy B14 band saw 	260
190	Work Equipment <ul style="list-style-type: none"> ○ Egar vac "maxi" vacuum packer 	262
191	Work Equipment <ul style="list-style-type: none"> ○ Simag SPR80 ice machine 	263
192	Work Equipment <ul style="list-style-type: none"> ○ Foster single door "fish fridge" 	262
193	Work Equipment <ul style="list-style-type: none"> ○ Foster 4 X 4 panel walk in cold room ○ Foster 4 X 4 panel walk in freezer room 	265
194	Work Equipment <ul style="list-style-type: none"> ○ La minerva C/E22RQ refrigerated mincer 	266
OLD PASTRY KITCHEN (OPK)		
195	Work Equipment <ul style="list-style-type: none"> ○ Turri spiral mixer 	267
196	Work Equipment <ul style="list-style-type: none"> ○ Foster "gastronorm supra" GS 1351 HT 2 door fridge 	269
197	Work Equipment <ul style="list-style-type: none"> ○ Zanussi ALF1103 1 door freezer ○ Foster BCF 35/15 blast chiller / freezer 	270
198	Work Equipment <ul style="list-style-type: none"> ○ Panasonic 1200 ne 1247 microwave oven 	271
199	Work Equipment <ul style="list-style-type: none"> ○ Moorwood vulcan 8 ring gas cooker / range ○ Morice 4 ring gas cooker / range 	272
200	Work Equipment <ul style="list-style-type: none"> ○ Buffalo CE208 single pot induction hob "(X 6)" 	274
201	Work Equipment <ul style="list-style-type: none"> ○ Tom Chandley 4 deck 4 tray bakers oven 	276
202	Work Equipment <ul style="list-style-type: none"> ○ Prince of burren 2 door proving press 	278
203	Work Equipment <ul style="list-style-type: none"> ○ HSIAO LIN "food machine" BM10AT 10 LT planetary mixer ○ Kenwood 5LT planetary mixer ("3" units) ○ HSIAOLIN "food machine" 20 LT 11012AT planetary mixer ○ Crypto peerless EM20 20 LT planetary mixer 	279
204	Work Equipment <ul style="list-style-type: none"> ○ Matfer sugar lamps 	281
BAKERY1		
205	Work Equipment <ul style="list-style-type: none"> ○ Polar G622 3 door undercounter fridge, ○ Ilsa TRMP 3PC/A 3 door undercounter fridge (2 units) 	282
206	Work Equipment <ul style="list-style-type: none"> ○ Small electrical weighing scales (15 units) 	283

207	Work Equipment ○ Jeros 8115 pot washer	284
208	Work Equipment ○ Tom Chley 2 deck 2 tray bakers oven ○ Sveba Dahlin DC-44 4 deck / 4 tray bakers oven	285
209	Work Equipment ○ Scobie Mc Intosh SP4 mobile hot plate ○ Ennis mobile hot plate	287
210	Work Equipment ○ Hobart H600 planetary mixer ○ Hobart A120N planetary mixer (2 units) ○ Bear AR005 5 LT planetary mixers (18 units)	288
211	Work Equipment ○ Minipack prima basic food wrapping machine	290
212	Work Equipment ○ Panasonic NE-1856 BP microwave oven (2 units)	291
213	Work Equipment ○ Telme CRM mod 3012 cream machine	292
214	Work Equipment ○ Ilsa AEFL0002 single door prover / retarder	293
215	Work Equipment ○ Sinmag SM-5205 pastry roller (3 units)	294
216	Work Equipment ○ Selmi "color" chocolate machine	296
217	Work Equipment ○ Buffalo CE208 single pot induction hobs (12 units)	297
218	Work Equipment ○ Keychoc CH04 chocolate kettle (3 units)	299
BAKERY 2		
219	Work Equipment ○ Sottoriva FRO/1 bread roller ○ Sinmag SM-5205 pastry roller (2 units)	300
220	Work Equipment ○ Ilsa TRMP 3PC/A 3 door undercounter fridge	301
221	Work Equipment ○ Buffalo CE208 single pot induction hobs (3 units)	302
222	Deep Fat Fryers ○ Prolite LD 50 fat fryer (2 units)	304
223	Work Equipment ○ Sinmag KM-15 spiral mixer (9 units) ○ Mixer" AMS/S spiral mixer ○ Large nameless spiral mixer (SRL)	306
224	Work Equipment ○ 16 small electric scales	308
225	Work Equipment ○ beaumark "domestic" BM44 microwave oven	309
226	Work Equipment ○ Hobart A120 N 12 LT planetary mixer	310
227	Work Equipment ○ Kromo K3025 plus 380-400 pot washer	312
228	Work Equipment ○ Sveba Dahlin DC-44 4 deck 4 tray bakers oven ○ Tom Chandley compacta M 4 deck 4 tray bakers oven ○ Sveba Dahlin 10 rack oven	313
229	Work Equipment ○ Sveba Dahlin prover / retarder	315

	○ Lillnord prover / retarder	
230	Work Equipment ○ Mono bun dividing machine (BDM)	316
231	Work Equipment ○ Erecord BMD 130 DC5 Chambers Eng:0.3.3	317

Risk Assessments for the School of Culinary Arts & Food Technology

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
001	Fire Emergency Response & Evacuation Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Staff unfamiliar with evacuation procedure • Lack of evacuation drills • Use of naked flames • Improper storage of flammable or combustible materials • Smoking in undesignated areas • Faulty electrics • Inadequate emergency equipment • Misuse of equipment 	<ul style="list-style-type: none"> • Staff trained in Emergency Response Training (ERT) • Sufficient firefighting equipment available (break glass units, extinguishers, fire blanket) • Firefighting equipment and detection systems maintained and tested • Fire and evacuation signage in place • Emergency and first-aid procedures posted • Good housekeeping standards maintained • Means of escape present and known to occupants • Waste removed regularly • Evacuation procedure practiced each semester • Assembly point known to occupants • Occupants escort visitors 	<ul style="list-style-type: none"> • Maintain current controls • Ensure compliance with ERT and evacuation procedure • Ensure clear access to firefighting equipment • Ensure escape routes and emergency exits are kept clear and unobstructed • Ensure staff participation in the role of evacuation marshal • Implement a 	With current controls: M With Actions applied: L	All staff, students and Buildings Office All staff, Head of School Head of School	On going May 2014

			<p>out</p> <ul style="list-style-type: none"> • Emergency exits are clearly marked and free from obstructions • Emergency lighting in place • Staff members act as evacuation marshals • No smoking policy in place • Electrical and gas shut off located at the kitchen exit • Scheduled maintenance of buildings services (heating, electricity, ventilation etc.) • Hot work permit system in place • Compliance with building regulations • Site specific Emergency Manual for the Cathal Brugha Street campus available on the website www.dit.ie/safework • Proper storage of flammable liquids (oil) • Standard Operating Procedure in place e.g. Opening and closing procedure for kitchens and bakeries • Users turn off all 	<p>preventative maintenance schedule for all kitchen equipment:</p> <ul style="list-style-type: none"> • Complete Emergency Procedures specific for kitchen, for example a fire, deep fat fryer fire, gas leak 		Head of School	Immediate
--	--	--	--	---	--	-----------------------	------------------

			<p>equipment when not in use, and at the end of the working day</p> <ul style="list-style-type: none"> • Users report defect and hazard to line manager • Gas and electricity in kitchen and bakeries is linked to the BMS. BMS/ RMS isolate gas and power to all kitchens at a set time each evening. Supply to each kitchen cannot be reset until a set time the following morning. After the set time supply needs to be manually reset 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
002	Manual Handling <ul style="list-style-type: none"> Carrying loads, office supplies exam scripts/ books Kitchen material/ goods Loading and uploading ovens Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons 	<ul style="list-style-type: none"> Manual Handling-related injuries, e.g. back injury Slips, trips, falls 	<ul style="list-style-type: none"> All staff compliant with and adhere to mandatory manual handling training Trolleys, stools available for staff Manual handling risk assessments available to all staff, contact local Occupational Health Officer Users maintain good housekeeping through the building, classroom, offices, kitchens etc. Manual handling carried out in a suitable environment Users implement team lifting were required Adequate lighting provided and maintained Users request assistance from colleagues - team lifting Users report issues to Line manager Items not stored above shoulder height Goods lift and passenger lifts 	<ul style="list-style-type: none"> Maintain current controls Refresher training to be carried out where necessary 	With current controls: L With Actions applied: L	Head of School and all staff All staff	On going As necessary

	<ul style="list-style-type: none"> • pregnant women • people with disabilities 		<p>in Cathal Brugha Street, Marlborough Street and Sackville Place</p> <ul style="list-style-type: none"> • Users wear Personal Protective Equipment (PPE): chef uniform, safety shoes, cloths, oven gloves • Students are instructed by School staff how to handle loads safety 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
003	Work Equipment <ul style="list-style-type: none"> Kitchen equipment/ grills/ mixers/ ovens/ Food processors See risk assessments for each kitchen Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant 	<ul style="list-style-type: none"> Electrics Laceration/ entrapment 	<ul style="list-style-type: none"> All dangerous parts of equipment suitably and adequately guarded Training programme provided to students in the safe use of equipment Adequate supervision of students when working in kitchens and with equipment Users follow safety procedure(s) when using equipment PPE (chef / baker uniform) worn when working in kitchens and bakeries Staff trained in cleaning, assembly and operating procedures for all kitchen equipment Users carry out daily checks on equipment guards before use Users report any defective equipment to 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment: Complete Standard Operating Procedure (SOP) for each piece of equipment Any equipment without guards/ or requiring repairs is taken out of use for maintenance and repairs Provide training to staff on any existing equipment that staff are not already trained to use, also provide training to 	With current controls: M With Actions applied: L	All staff, students and Head of School Head of School	On going May 2014 May 2014 On going As necessary

	<p>women</p> <ul style="list-style-type: none"> • people with disabilities 		<p>line manager</p> <ul style="list-style-type: none"> • Safety-critical repairs carried out by competent person • School provide appropriate training to operatives of equipment • Users ensure loose clothing is removed prior to commencing work. And clothing is not near moving parts of equipment • Equipment is CE Marked 	<p>staff for any new equipment</p> <ul style="list-style-type: none"> • Maintain staff training records 			<p>Following any training</p>
--	---	--	--	--	--	--	--------------------------------------

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
004	Portable Appliances & Handheld Equipment <ul style="list-style-type: none"> Hand held mixers Food gun Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Laceration/ entrapment Contact with moving parts Unsafe storage 	<ul style="list-style-type: none"> Students are supervised by staff when working. All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop: electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut equipment down after use and at the end of day Equipment is CE marked Damaged equipment marked and taken out of service by technician Users to not wear loose clothing when operating equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014 May 2014

			<ul style="list-style-type: none"> • Users use suitable pot (large enough for the gun to fit safely) • Never over fill the pot before using soup gun • Safe procedure(s) followed when using equipment • Staff trained in cleaning, assembly and operating procedures for all kitchen equipment • Safety-critical repairs carried out by competent person • Provide appropriate training to operatives of equipment • Store equipment in a safe and secure location 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
005	Noise	N/A	N/A	N/A	N/A	N/A	N/A

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
006	Structural: Floors Walls Ceilings Doors Fixtures and fittings Who is harmed: <ul style="list-style-type: none">• Staff members• Students• Visitors• Contractors/ Service providers• Sensitive risk groups• young persons• pregnant women• people with disabilities	<ul style="list-style-type: none">• Personal Injury• Slips, Trips and Falls• Collapse• Trapping	<ul style="list-style-type: none">• Building and associated fixtures and fittings appear to be stable and structurally sound• Defects and hazards are reported to the Building Maintenance Manager or through online hazard reporting• Windows opening / closing safely• Vision panel in place	<ul style="list-style-type: none">• Maintain current controls• Contact Buildings Office if problems arise• Ensure where vision panels on fitted on doors they are not obstructed• Maintenance and inspection programme to be implemented	With current controls: L With Actions applied: L	All staff and students Buildings Office	On going As necessary On going

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date Status
			Current Controls	Further Actions Required			
007	Slips, Trips & Falls <ul style="list-style-type: none"> • Tile • Carpet • Kitchen flooring Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Slips, trips and falls • Uneven surfaces • Wet floor conditions • Raised obstacles • Poor housekeeping 	<ul style="list-style-type: none"> • Buildings Office to ensure upkeep and maintenance of internal and external access and egress routes e.g. walkways, paths, floors, corridors, steps and stairs • All routes kept clear and unobstructed • Standard Operating Procedure for cleaning floors Refer to Appendix B • Use of warning signage where appropriate • Report hazards • Good cable management • Changes in floor levels identified and marked • Door mats provided at entrance (main entrance) • Standard Operating Procedure for spillages • Hand-rail on steps/stairs • Stair nosing fitted with anti-slip finish • Adequate lighting • Good housekeeping • Wear safety footwear with appropriate grip where required • Report any spillages to housekeeping (Cathal Brugha Street) • Colour coded brushes used in specific areas for cleaning i.e. kitchen and toilets 	<ul style="list-style-type: none"> • Maintain current controls 	With current controls: L With Actions applied: L	All staff, students, DIT Buildings Office and Housekeeping staff	On going

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
008	Access and Egress Opening Times: Opening times are on the DIT website Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Security threats • Threats from public • Violence / Assault • Unwanted visitors 	<ul style="list-style-type: none"> • Front desk is manned at all times by a porter • Sign in key system for kitchen in place • Security camera in common areas • Suspicious activity reported to porters • Rooms locked when not in use • Students have DIT I.D. card • Vision panels on doors 	<ul style="list-style-type: none"> • Maintain current controls • Do not allow suspect individuals access – inform porter on duty 	With current controls: L With Actions applied: L	All staff, student and DIT Buildings Office All building occupants	On going

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
009	Photocopiers & Printers <ul style="list-style-type: none"> Desktop PCs Photocopiers Printers Plotters Shredders Guillotine Filing Cabinets Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with 	<ul style="list-style-type: none"> Changing toner etc.: chemical contact Clearing jams: burns Not wearing gloves Not turning off electrical supply Incorrect disposal of waste Personal injury Lack of information / training 	<ul style="list-style-type: none"> Toner / print cartridges changed by staff members - gloves worn when changing cartridges and wash hands after use Power turned off before clearing jams (standard printer) Disposal as per manufacturer's directions Scheduled maintenance Correct disposal of waste cartridges Manufacturer's instructions followed Printers supported and maintained by service provider PCs supported and maintained by DIT Information Services Correct disposal of waste cartridges Ensure no loose or dangling clothing/personal effects when operating 	<ul style="list-style-type: none"> Maintain current controls 	With current controls: L With Actions applied: L	All staff and students	On going

	disabilities		<p>equipment with moving/rotating parts</p> <ul style="list-style-type: none"> • Do not overload electrical sockets • Filing cabinets fitted with ant-tilt mechanism • Label defective equipment and report to line manager 				
--	--------------	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
010	Ergonomics/ Work Stations Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • MSD's • Upper limb disorders • Poor posture • Back problems • Fatigue 	<ul style="list-style-type: none"> • Online eLearning programme available • Workstation risk assessments and information and training available from the Health & Safety Office on request • Contact DIT Health and Safety Office if risk assessments are required • Eye tests available for staff at the DIT National Optometry Centre (NOC) • Adjustable chairs available • Window blinds in place • Adequate space • Adequate storage • Good housekeeping maintained • Good cable management maintained • Adequate building services (heating, lighting ventilation) • Follow manufacturer's instructions for use of equipment 	<ul style="list-style-type: none"> • Maintain current controls • Contact DIT Health and Safety Office for assessment of individual workstations • Contact NOC for eye test 	With current controls: L With Actions applied: L	All staff	On going As necessary As necessary

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
011	Mechanical Lifting Systems	N/A	N/A	N/A	N/A	N/A	N/A

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
012	Delivery Vehicles Vehicles deliver goods to DIT Cathal Brugha Street on Thomas lane (this lane is open to the public)) Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Injury to person/ struck by vehicle • Poor access and egress 	<ul style="list-style-type: none"> • Deliveries to be coordinated with suppliers • Access and egress is restricted to good inwards personnel • Safe parking – delivery vehicles park on Thomas lane • Obey Speed limit • Designated area for loading and unloading goods • Report defects • Adequate lighting • Hi Vis clothing 	<ul style="list-style-type: none"> • Maintain current controls • Put in place warning signage – delivery only 	With current controls: L With Actions applied: L	Goods inwards personnel and DIT Buildings Office Buildings Office	On going

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
013	Hot Surfaces / Liquids / Solids <ul style="list-style-type: none"> Catering appliances in staff common room Kitchens and canteen Kettle/ toaster/ microwave/ burco boiler Students cooking Other kitchen/ restaurant/ bar activities involving hot water/ liquids Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors 	<ul style="list-style-type: none"> Contact burns Scalds Spillage 	<ul style="list-style-type: none"> Heat shielding of hot surfaces Equipment well maintained Use of lids/covers to prevent spillages Procedure for dealing with spillages It is DIT Policy that use of domestic appliances by students or staff in classrooms and offices is prohibited Students trained in the risks involved with using hot oils and liquids Users wear PPE: chef / baker uniform and safety shoes Students are supervised when working in kitchens and carrying out activities Culinary courses include a safety module presented to students before commencing 	<ul style="list-style-type: none"> Maintain current controls Warning Signage – Hot surfaces/ hot water Report defects to Buildings Office 	With current controls: L With Actions applied: L	All staff and students Head of School All staff and students	Ongoing

	<ul style="list-style-type: none"> • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 		<p>practical classes in kitchens (Includes safety procedures)</p> <ul style="list-style-type: none"> • Provide heat resistant gloves/ cloths/ aprons • Store hot liquids/ solids in a safe and secure location • Users report defect to line manager 				
--	---	--	---	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
014	Pressure Systems	N/A	N/A	N/A	N/A	N/A	N/A

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
015	Radiation	N/A	N/A	N/A	N/A	N/A	N/A

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
016	Vibration	N/A	N/A	N/A	N/A	N/A	N/A

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
017	Services: Heating Oil/ gas Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Environment too hot or cold • Electrical hazards • Misuse of portable heaters • Leaks • Fire • Burns • Carbon monoxide poisoning 	<ul style="list-style-type: none"> • Heating in working order • Room users can adjust heating levels • Service and maintenance by competent person • Combustible materials kept away from heat source • Heat source kept clear and free from obstructions • Environmental monitoring from the Health and Safety Office on request • Fire detection systems in place • Cables neatly positioned 	<ul style="list-style-type: none"> • Maintain current controls • Contact Buildings Office if problems or defects arise 	With current controls: L With Actions applied: L	DIT Buildings Office, all staff and students	On going

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
018	Lighting Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Inadequate lighting • Glare • Eyestrain • Slips, trips , falls 	<ul style="list-style-type: none"> • Light switches easily accessible • Adequate lighting level for nature of work • Environmental monitoring available from the Health and Safety Office on request • Service and maintenance by competent person 	<ul style="list-style-type: none"> • Maintain current controls • Contact Buildings Office if problems or defects arise 	With current controls: L With Actions applied: L	Buildings Office, all staff and students	On going

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
019	Ventilation and Temperature <ul style="list-style-type: none"> Sash windows, windows opening in and out Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Environment too hot or cold Inadequate ventilation Falls from heights from windows 	<ul style="list-style-type: none"> Openable windows available for intake of fresh air Some kitchen windows adjusted to allow persons to open if required Blinds in place and in working order Suitable equipment/devices available for the opening and closing of high level windows Service and maintenance of ventilation system by competent person Office temperature of at least 17.5 degrees Celsius (after one hour of work) Environmental monitoring from the Health and Safety Office on request Fans and extractors provided to control air temperature Staff and students encouraged to take rest breaks in cooler conditions when required Encourage staff to take regular drinks of water 	<ul style="list-style-type: none"> Maintain current controls Contact Buildings Office if problems or defects arise 	With current controls: L With Actions applied: L	All staff, students and Buildings Office	On going

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
020	Electricity	<ul style="list-style-type: none"> • Electric shock • Electrocution • Ignition source • Fire • Explosion • Death • Electrical arcing • Damaged electrical equipment • Use of faulty equipment • Contact with live parts • Unmarked distribution boards • Inadequate electrical installations 	<ul style="list-style-type: none"> • Sufficient numbers of electrical sockets • Electric leads not trailing or worn • Competent person to carry out repairs / works • All works servicing and testing is carried out as per regulations • Shut equipment down when not in use and end of day • Contact Buildings Office if problems arise • Adequate protection for circuit boards, distribution boards etc. • Report defects, take equipment out of use • Good housekeeping • Adequate protection for circuit boards, distribution boards etc. • Suitable fire extinguishers provided • Switch off equipment before cleaning or making adjustments 	<ul style="list-style-type: none"> • Maintain current controls • Contact Buildings Office if problems arise • Do not overload sockets • Keep use of adaptors and extension leads to a minimum • PAT testing of portable electrical appliances subject to wear and tear 	With current controls: M	All staff, students and DIT Buildings Office	On going
					With Actions applied: L	All staff	As necessary
						Head of School	On going May 2014

			<ul style="list-style-type: none"> • Electrical and gas shut off located at the kitchen exit • Adequate protection for circuit boards, distribution boards etc. • Inspect equipment before use: plugs, leads etc. If any damage is noted the equipment should be taken out of use until serviced/ repaired • Flammable liquids should not be used or stored near to, or allowed to come into contact with live electrical parts • Students are trained in the safe use of equipment • Follow SOP for closing down kitchen(s) • Electricity in the kitchens and bakeries is linked to the BMS. BMS isolates gas and power to all kitchens at a set time each evening. Supply to each kitchen cannot be reset until a set time the following morning. After the set time supply needs to be manually reset 				
--	--	--	---	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
021	Asbestos	N/A	N/A	N/A	N/A	N/A	N/A

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
022	Confined Spaces	N/A	N/A	N/A	N/A	N/A	N/A

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
023	Lasers	N/A	N/A	N/A	N/A	N/A	N/A

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
024	Construction / Maintenance Work Example: <ul style="list-style-type: none"> Noonan Cleaners Building contractors Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Unfamiliar with DIT buildings and safety procedures Injury to contractors, staff, students, members of the public 	<ul style="list-style-type: none"> Buildings Office control all contractors Front desk is manned at all times by a porter Sign in at front desk is required Compliance with DIT code of practice for contractors Signage: evacuation, floor plans etc. eLearning programme in place for contractors DIT Contractor safety badge Risk assessment and method statements completed and submitted to the Buildings Office Good housekeeping Areas of works cordoned off – warning signage 	<ul style="list-style-type: none"> Maintain current controls 	With current controls: L With Actions applied: L	Head of School in conjunction with DIT Buildings Office	On going

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
025	Office Safety Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Unsafe work systems and layout may result in injury or illness 	<ul style="list-style-type: none"> • Adequate office space is allocated for staff • All furniture, fittings and equipment arranged so that staff can move about without collision with sharp corners of desks etc. • Space available for opening filing cabinets. Only one drawer of a filing cabinet shall be opened at any one time. All drawers should be closed after use • Adequate lighting and ventilation maintained • No trailing cables • Chairs/desks should never be used to access higher areas • Turn off electrical equipment when not in use and at the end of the working day • Disconnect power supply before attempting 	<ul style="list-style-type: none"> • Maintain current controls 	With current controls: L With Actions applied: L	All staff Head of School and Buildings Manager	On going

			<p>to move electrical equipment</p> <ul style="list-style-type: none"> • Report to Line manager any hazards - damaged floor covering/ furniture • Before using chemicals (e.g. photocopier toners) read the instructions on the container and avoid contact with skin or clothing • Floor areas shall be kept clear of materials and litter 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
026	<ul style="list-style-type: none"> • Glass • Sharp objects / knives <p>Who is harmed:</p> <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Puncturing • Cuts to skin/ body • Lacerations 	<ul style="list-style-type: none"> • All glassware is assessed for defects before use • Staff and students trained in knife handling procedure • Staff and students trained in glass handling procedures • Supply of adequate and suitable glass disposal bins • Supervision of students to ensure safety when working in kitchens and bakeries • It is compulsory that all staff working in kitchens attend Emergency First-Aid training • First-aid kit available in all kitchens. Staff to inform Occupational Health Officer when new stock is required. See First-Aid order form (available from OHO) • Written safety procedure 	<ul style="list-style-type: none"> • Maintain current controls 	<p>With current controls: L</p> <p>With Actions applied: L</p>	All staff and students	On going

			<p>for knives includes technique demonstrated to students by staff</p> <ul style="list-style-type: none"> ➤ Never cut things in your hand. ➤ Always use a cutting board ➤ Do not leave knives lying around ➤ Store appropriately and safety when not in use ➤ Always point the knife blade away from you ➤ Be alert and pay attention when you are using a knife ➤ If a knife falls, don't try to catch it. Quickly step back and let it fall ➤ Carry a knife by the handle with the tip down and the blade turned away from your body • Store knives and glass wear in a safe and secure location when not in use • Do not put knives in sinks which may be filled with water 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
027	Cleaning of Kitchen Equipment Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Chemicals, hot water • Contact with blades/sharp parts of the equipment/ machine 	<ul style="list-style-type: none"> • Staff and students trained how to clean, assemble and operating equipment • All dangerous parts to machinery suitably guarded • Daily checks of equipment guards before use • Staff trained to spot and report any defective equipment to line manager • Safety-critical repairs carried out by competent person 	<ul style="list-style-type: none"> • Maintain current controls • Complete written procedures for cleaning and operating equipment • Implement a preventative maintenance schedule for all kitchen equipment: 	With current controls: L With Actions applied: L	Head of School, all staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
028	Deep Fat Fryers Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Fire • Burns from oil contact with hot surfaces • Eye injuries from splashes, slips from oil spillages • Strains/ sprains from lifting and moving 	<ul style="list-style-type: none"> • Fryers are used only when necessary and when it is safe to do so • Only trained staff and students are permitted to use a deep fat fryer • Student are supervised when using fryers • Users follow manufacturer instructions • Users follow procedure for the safe use and cleaning of a deep fat fryers • Users do not leave fryers unattended • Users ensure electric sockets and cable are in good condition and in a safe secure location – for example away from water or heat sources • Users clean spillages immediately • Users wear PPE: chef uniform and safety 	<ul style="list-style-type: none"> • Maintain current controls • Written cleaning procedure and schedule for the deep fat fryer (include daily, weekly, monthly) • Ensure fryers are located on a stable surface and securely fixed, at a safe height and with adequate space provided around equipment • Highlight with signage the location of the nearest fire extinguisher and fire blanket • Complete Emergency Procedure for a 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>shoes. Use heat resistant glove and apron if required</p> <ul style="list-style-type: none"> • Users report defect and hazards to line manager • Users ensure the floor area around the deep fat fryer is clean and free from any spillages • Users turn off deep fat fryer when not in use – ensure it is turned off before leaving the kitchen on break(s) and at the end class • Never put water into or close to the deep fat fryer • Staff trained in ERT • Kitchen must have a wet chemical extinguisher and fire blanket • Staff to note the location of emergency equipment: fire blanket, extinguisher, emergency call point, shut off point • Staff to inform students of the location of firefighting equipment • Maintain fryers in a fixed and safe location in each kitchen 	deep fat fryer fire			
--	--	--	---	---------------------	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
029	Food handling Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Skin irritation • Contamination of food 	<ul style="list-style-type: none"> • Wash hands when entering and exiting a kitchen • Where practicable, staff and students to use tools (cutlery, tongs scoops etc) to handle food rather than hands • Gloves available for use • Where handling cannot be avoided hands are rinsed promptly after finishing the task • Thoroughly dry hands after washing • Check for dry, red or itchy skin on hands and inform line manager if this occurs • Prohibited to smoke in chef uniform 	<ul style="list-style-type: none"> • Maintain current controls • Implement HACCP procedures and policies implemented 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
030	Work Activities / Processes <ul style="list-style-type: none"> Kitchen, bakery, and restaurant activities: preparations work, cooking, serving and cleaning Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Slip, fall, trip Injury to body part Laceration 	<ul style="list-style-type: none"> Students trained in the risks involved with using hot oils, liquids, knives and kitchen equipment The student staff ratio in kitchens is a maximum of 18/ 1 subject to space. Normally a ratio of 16/1 is maintained Users wear PPE: chef / baker uniform and safety shoes Students are supervised when working in kitchens, bakeries, and restaurants when carrying out activities Culinary courses include a safety module presented to students before commencing practical classes in kitchens (Includes safety procedures) Students only use high risk kitchen equipment under direct supervision Provide heat resistant gloves/ cloths/ aprons Good housekeeping standards maintained - material stored in suitably location etc. First-aid kit available in all kitchens and bakeries. Staff to inform Occupational Health Officer when new stock is required. See First-Aid order form (available from OHO) Do not store bags or jackets in bakeries or kitchens (use lockers) 	<ul style="list-style-type: none"> Maintain current controls Standard operating procedures required for all kitchen equipment 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
031	Housekeeping Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Slips, trips and falls • Increased fire load • Falling objects • Collisions 	<ul style="list-style-type: none"> • Fire load kept to a minimum • All escape routes and emergency exits kept clear and unobstructed • All spillages are cleaned immediately using a suitable method and the floor is left to dry • Warning signs/ wet floor signs where required • Spillages cleaned immediately • Adequate lighting • Adequate waste disposal • All refuse bins emptied as frequently as necessary to prevent build-up of rubbish • In kitchens: ensure waste is put into designated bins provided • Lockers available for storage of personal belongings • Kitchen equipment maintained to prevent 	<ul style="list-style-type: none"> • Maintain current controls 	With current controls: L With Actions applied: L	All staff and students	On going

			<p>leaks on floor</p> <ul style="list-style-type: none"> • Drip trays provided if spills occur • All aisles dry and free from obstruction at all times • Any signs of vermin, (droppings, actual sightings etc.) should be reported at once to the Building Office and vermin control company requested to carry out a more thorough check 				
--	--	--	---	--	--	--	--

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
032	Cleaning <ul style="list-style-type: none"> Noonan clean Marlborough Street DIT Housekeeping clean Cathal Brugha Street and Sackville Place Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Lack of cleanliness or hygiene Manual handling injury Exposure to hazardous substances Spillages: slips, trips and falls Lack of/inappropriate PPE 	<ul style="list-style-type: none"> Daily cleaning schedule Signage (e.g. wet floor signs) available and used Proper storage of cleaning equipment and cleaning substances Proper labeling of cleaning agents Use of appropriate cleaning equipment Report defects and hazards Information and training for cleaning staff SOPs in place for cleaning Cleaning staff must wear PPE DIT Buildings Office remove bins and waste as required See Noonan risk assessments 	<ul style="list-style-type: none"> Maintain current controls 	With current controls: L With Actions applied: L	All staff, Cleaning staff, general operatives and Noonan staff	On going

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
033	Waste Disposal & Removal <ul style="list-style-type: none"> Bins in offices, class rooms and common areas are removed on a daily bases in Cathal Brugha St. by the DIT Buildings Office and in Marlborough St by Noonan Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Waste accumulation Fire Sharps injuries Exposure to bodily fluids Manual handling injury Exposure to hazardous substances Spillages: slips, trips and falls Lack of/inappropriate PPE 	<ul style="list-style-type: none"> Paper recycling bins present Shredding facility present General waste bins present Dispose of waste appropriately in bins provided Segregate waste as appropriate Waste removed on a regular basis by cleaning contractors Keep waste away from sources of ignition e.g. heaters, electrical appliances Food waste bins located in kitchens Trolleys used for collecting waste bins in the building DIT Buildings Office remove bins and waste as required Wear PPE 	<ul style="list-style-type: none"> Maintain current controls 	With current controls: L With Actions applied: L	All staff, DIT Buildings Office and Noonan	On going

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
034	Signage and Documentation Who is harmed: <ul style="list-style-type: none">• Staff members• Students• Visitors• Contractors/ Service providers• Sensitive risk groups• young persons• pregnant women• people with disabilities	<ul style="list-style-type: none">• Lack of knowledge regarding safety procedures	<ul style="list-style-type: none">• Signage in place: Emergency Exit signage Emergency First-Aid Procedures in place• Evacuation plan posted throughout• List of trained first-aiders posted on DIT website• Safety notice points posted throughout• Fire Action Notice Point posted throughout• No Smoking signage in place• Refuge point signage• Particular signage:<ul style="list-style-type: none">➤ PPE must be worn in kitchens	<ul style="list-style-type: none">• Maintain current controls• Observe signage• Emergency contact numbers required for each kitchen and bakery	With current controls: L With Actions applied: L	All staff and students All staff and students Occupational Health Officer	On going May 2014

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
035	Incidents Hazard Reporting First-Aid Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Lack of first-aid supplies • Lack of trained first aiders • Lack of knowledge of procedure in the event of an incident • No reporting of incident(s) • No reporting of hazards 	<ul style="list-style-type: none"> • First-aid kit available in each kitchen, bakery and at the front desk • Incident report book available at the front desk and on-line www.dit.ie/healthsafety/ • All incidents to be reported immediately and an incident report form completed • Additional supplies available from Health & Safety Office on request • Staff trained in ERT • List of trained first aiders available at www.dit.ie/safework/ • Emergency first-aid procedure posted • AED available at the front desk • Individuals trained in first-aid and the use of the AED • Online hazard reporting facility available • Staff working in kitchen are trained first aiders 	<ul style="list-style-type: none"> • Maintain current controls • Ensure adequate number of staff trained in first-aid 	With current controls: L With Actions applied: L	All staff Head of School	On going

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
036	Use of Ladders / Working at Height Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Falls from height • Falling objects • Falls through fragile roofs • Slips, trips and falls • Manual handling injuries • Inclement weather 	<ul style="list-style-type: none"> • Avoid working at heights if possible • Staff are not permitted to use ladders • Staff members only working in the food stores are permitted to use mobile steps • Users ensure they inspect the mobile steps before use • Users follow manufacturer's instructions when using mobile steps • Store all items/ material below shoulder height • Report defects to line manager • Staff attend mandatory Manual handling training (refresh every 3 years) 	<ul style="list-style-type: none"> • Maintain current controls • Ensure staff working in the food stores are trained to use the mobile steps safely and correctly • Implement preventative maintenance schedule on the mobile steps 	With current controls: L With Actions applied: L	All staff and Head of School Head of School	On going May 2014

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
037	Out of Hours Access / Lone Working <ul style="list-style-type: none"> No out of Hours lone working takes place in the School Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Violence Inability to make contact in the event of an emergency etc. Unauthorised access 	<ul style="list-style-type: none"> DIT Policy in place Risk assessment carried out and control measures implemented Buddy system in place Structural and security controls for safe access and egress Mandatory training 	<ul style="list-style-type: none"> Maintain current controls 	With current controls: L With Actions applied: L	All staff	On going

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
038	Trips/ Travel <ul style="list-style-type: none"> Trips to restaurants/ hotels/ site visits Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Injuries Medical emergencies Accidents and incidents Missing persons Substance abuse Road Traffic Accidents Inclement weather Site terrain Chemical Biological Human Factor 	<ul style="list-style-type: none"> DIT Trip/ Travel Guidelines in place Separate trip/ travel risk assessment template completed for each trip/ visit and control measures implemented Health and safety information provided to trip participants eLearning programme available from Health and safety office to participants Adequate supervision of students Provision of PPE where appropriate Adherence to local/site rules 	<ul style="list-style-type: none"> Maintain current controls 	With current controls: L With Actions applied: L	Head of School, all staff and students	On going

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
039	Work Placement <ul style="list-style-type: none"> In the hospitality sections/ hotels/ restaurants Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Injuries Accidents and incidents Lack of familiarity with work environment and work practices 	<ul style="list-style-type: none"> Specific risk assessment carried out and control measures implemented Work placement factsheets provided to host organization, students and mentors (DIT staff) Pre-placement induction safety talks available from the Health & Safety Office on request by the School DIT work placement mentor appointed DIT guidance notes on work placements Report all incidents and accidents to DIT Insurance cover in place Training and supervision of students by host organization Employer must provide an induction and any relevant health and safety training required to ensure students safety 	<ul style="list-style-type: none"> Maintain current controls 	With current controls: L With Actions applied: L	Head of School, all staff and students	On going

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
040	<ul style="list-style-type: none"> Events Hosting <p>Who is harmed:</p> <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Injuries Accidents and incidents Unfamiliar with DIT premises and emergency plans 	<ul style="list-style-type: none"> Specific risk assessment carried out for each event and control measures implemented Emergency plans in place with regard to evacuation and first-aid Report all incidents and accidents to DIT Provide relevant health and safety information to event participants Risk assessment template for event available on www.dit.ie/healthsafety/ 	<ul style="list-style-type: none"> Maintain current controls 	<p>With current controls: L</p> <p>With Actions applied: L</p>	Head of School and all staff	On going

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
041	Conferences / Seminars <ul style="list-style-type: none"> Staff attending conference in Ireland/ abroad Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Travel to and from Road traffic accidents Unfamiliar with venue Medical emergency Missing persons 	<ul style="list-style-type: none"> Taxi vouchers available to staff Staff obey rules of the road if driving or cycling Adequate insurance, tax and NCT on vehicles used for transport Familiarise yourself with local emergency procedures and first-aid arrangements Report defects and incidents to venue management Approval sought from Line Manager as per DIT procedures Complete trip/ travel risk assessment 	<ul style="list-style-type: none"> Maintain current controls 	With current controls: L With Actions applied: L	Head of School and all staff	On going

OPERATIONAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
042	Storage Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Inadequate storage • Improper storage • Inadequate space for safe manual handling • Poor housekeeping • Slips, trips and falls • Unsafe access and egress • Inadequate lighting and/or ventilation 	<ul style="list-style-type: none"> • Safe access and egress - do not store items on corridors • Storage avoided above shoulder height where possible • Items stored appropriately • Items segregated where necessary • Storage units secure and fit for purpose • Locking system in place • Mobile step ladder available for accessing higher shelving units in the food stores • Staff trained in manual handling • Appropriate signage in place • Items not stored in walkways • Defects reported • Adequate lighting and ventilation • Lockers available to staff and students for personal belongings 	<ul style="list-style-type: none"> • Maintain current controls 	With current controls: L With Actions applied: L	Head of School, all staff and students	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
043	Sensitive Work Groups: Pregnant Employees /Students & Nursing Mothers	<ul style="list-style-type: none"> • Harm to Mother, unborn child or breastfeeding baby • Physical risks • Chemical risks • Biological risks 	<ul style="list-style-type: none"> • Specific risk assessment carried out for individual pregnant employees/students and control measures implemented as identified and necessary by Health & Safety Office • Rest facilities available - designated first-aid room located at the entrance to DIT Cathal Brugha Street • Follow medical advice 	<ul style="list-style-type: none"> • Maintain current controls • Pregnant employees/students and nursing mothers to contact Occupational Health Officer Orlaith Waters to ensure a risk assessment is carried out 	With current controls: L With Actions applied: L	All staff and students	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
044	Sensitive Work Groups: Young Persons <ul style="list-style-type: none"> • Open days • Secondary School students using kitchen facilities 	<ul style="list-style-type: none"> • Injuries • Accidents and incidents • Lack of training and experience • Lack of familiarity with DIT work environment, work practices and emergency plans • Physical risks • Chemical risks • Biological risks • Hours of work 	<ul style="list-style-type: none"> • Induction process • Training and supervision • DIT Child Protection Policy • DIT emergency plans in place • Report all incidents and accidents to DIT • Student support services available • Garda vetting in place • Specific risk assessments completed for event/activity 	<ul style="list-style-type: none"> • Maintain current controls 	With current controls: L With Actions applied: L	Head of School , all staff and students	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
045	Sensitive Work Groups: People with Disabilities	<ul style="list-style-type: none"> • Lack of access/egress • Difficulty with evacuation • No risk assessment (RA) completed 	<ul style="list-style-type: none"> • Specific Risk Assessment carried out by Health & Safety Office • Personal Emergency Egress Plan (PEEP) completed where necessary • Reasonable accommodation identified in risk assessment • Lift present and in working order (Not to be used in fire emergency, refuge points and evacuation chairs available in the buildings) • Disability Support Service available • Disabled toilet: note location • Health & Safety Induction available to staff and students 	<ul style="list-style-type: none"> • Maintain current controls • Staff/students with disabilities to contact Occupational Health Officer Orlaith Waters to ensure a risk assessment is carried out • Advise visitors to the School to notify DIT host in advance of any special needs 	<p>With current controls: L</p> <p>With Actions applied: L</p>	Head of School, all staff and students	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
046	Sensitive Work Groups: New Recruits	<ul style="list-style-type: none"> • Lack of experience • Lack of training • Injuries • Accidents and incidents • Lack of training and experience • Lack of familiarity with DIT work environment, work practices and emergency plans 	<ul style="list-style-type: none"> • Induction available (in person or online) • Line Manager gives induction to new recruits to the School • Mandatory training to be completed as soon as possible after recruitment • Supervision of new staff 	<ul style="list-style-type: none"> • Maintain controls • Consider assigning a buddy to new recruits 	With current controls: L With Actions applied: L	Head of School, and new recruits	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
047	Sensitive Work Groups: Undergraduates	<ul style="list-style-type: none"> • Lack of experience • Lack of training • Injuries • Accidents and incidents • Lack of familiarity with DIT work environment, work practices and emergency plans 	<ul style="list-style-type: none"> • Induction programme for new students • Supervision by staff in practical environments e.g. workshop classes, field trips etc. • Emergency procedures in place • First-aid facilities available • Task-specific instructions/ demonstrations provided by staff • Student support services available 	<ul style="list-style-type: none"> • Maintain current controls 	<p>With current controls: L</p> <p>With Actions applied: L</p>	Head of School and all staff	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
048	Sensitive Work Groups: Postgraduates	<ul style="list-style-type: none"> • Lack of experience • Lack of training • Injuries • Accidents and incidents • Lack of familiarity with DIT work environment, work practices and emergency plans 	<ul style="list-style-type: none"> • Induction available (in person or online) • Supervisor gives induction for department • Mandatory training to be completed as soon as possible after recruitment • Supervision of postgraduates • Lone working policy in place 	<ul style="list-style-type: none"> • Maintain current controls 	<p>With current controls: L</p> <p>With Actions applied: L</p>	Head of School and all staff	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
049	Stress Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Physical health effects • Mental health effects • Behavioral effects • Cognitive effects • Workload 	<ul style="list-style-type: none"> • Communication between staff, students and management • Employee Assistance Programme (EAP) in place • Student health center and counselling service available • Occupational Stress Management Policy & Procedures in place • Training and development courses available to staff on Stress Management, Time Management personal skills etc. 	<ul style="list-style-type: none"> • Maintain current controls 	With current controls: L With Actions applied: L	Head of School and all staff	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
050	Violence <ul style="list-style-type: none"> Refer to front line staff e.g. dealing with cash in restaurants and bakery shop Difficult student/ staff Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Theft Attacks/assault 	<ul style="list-style-type: none"> Emergency Response Training (ERT) mandatory for staff Porter on duty at front desks DIT staff and students report suspect individuals to DIT Buildings Office Adequate lighting Lone/ out of hours policy in place Rooms locked when not in use CCTV in common areas Vision panels fitted on doors 	<ul style="list-style-type: none"> Maintain current controls SOP required for cash handling in restaurants 	With current controls: M With Actions applied: L	Head of School, all staff, and DIT Building Office Head of School	On going May 2014

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
051	Bullying & Harassment Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Effects on physical and mental well-being 	<ul style="list-style-type: none"> • DIT Dignity at Work: Anti Bullying & Harassment Policy in place • Dignity at Work contact persons available • Dignity at Work training programme for staff • Employee Assistance Programme (EAP) in place • DIT Procedure for complaints and investigations • Student support services available 	<ul style="list-style-type: none"> • Maintain current controls 	With current controls: L With Actions applied: L	All staff and students	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
052	<p>Welfare Facilities: Sanitary Facilities; Staffroom / Canteen</p> <p>Note local arrangements: Staff room (room 15) located on the 1st floor, ARAMARK Canteen located on the ground floor DIT Cathal Brugha Street, Students Union Shop located on the ground floor DIT Marlborough Street, and staff room located on the ground floor DIT Sackville Place</p> <p>Who is harmed:</p> <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Inadequate facilities • No potable water • No means for boiling water / heating food • No seating / resting area • No hand-washing facilities 	<ul style="list-style-type: none"> • Staffroom/canteen present with seating facilities • Drinking water available • Hot and cold water available in sanitary facilities • Disabled toilet available Disabled toilets located on ground floor Marlborough Street and Sackville Place. Male and female toilets located throughout the building • Adequate sanitary facilities available • Hand washing facilities adequate • Shower rooms available 	<ul style="list-style-type: none"> • Care to be taken with hot surfaces, hot drinks and boiling water 	<p>With current controls: L</p> <p>With Actions applied: L</p>	All staff and students	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
053	Visitors <ul style="list-style-type: none"> Persons visiting from Schools/ College/ Sales rep from companies Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Lack of experience Lack of training Injuries Accidents and incidents Lack of familiarity with DIT work environment, work practices and emergency plans 	<ul style="list-style-type: none"> Front desk manned at all times by a Porters on duty Visitors report to Front desk/ Reception Safety booklets and safety wallet cards available Signage Risk assessments completed for specific events where groups of visitors are expected CCTV in building Deliveries handled by Goods Inwards Visitors briefed on emergency procedures by the person they are visiting 	<ul style="list-style-type: none"> Maintain current controls 	With current controls: L With Actions applied: L	All staff and students	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
054	Contractors / Service Providers Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Unfamiliar with DIT buildings and safety procedures • Injury to contractors, staff, students, members of the public 	<ul style="list-style-type: none"> • Buildings Office control all contractors • Reception is manned at all times by a porter • Sign in required • Compliance with DIT Code of Practice for Contractors • Signage • eLearning course available for contractors/ service providers • DIT Contractor safety badge • Risk assessment and method statements completed and submitted to the Buildings Office • Good housekeeping • Areas of works cordoned off 	<ul style="list-style-type: none"> • Maintain current controls 	With current controls: L With Actions applied: L	DIT Buildings Office, Head of School, Contractors / Service Providers	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
055	Behavior Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Aggression • Violence • Stress • Bullying • Harassment 	<ul style="list-style-type: none"> • DIT Dignity at Work: Anti Bullying & Harassment Policy in place • Employee Assistance Programme (EAP) in place • Occupational Stress Management Policy & Procedures in place • Training courses available on Stress Management, personal skills etc. to staff • All incidents are reported immediately • DIT Disciplinary procedures in place • DIT Procedure for the Resolution of Disputes/Grievances in place 	<ul style="list-style-type: none"> • Maintain current controls • Follow procedures in DIT's Dignity at Work: Anti Bullying & Harassment Policy 	With current controls: L With Actions applied: L	Head of School all staff and students	On going

HUMAN FACTORS							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
056	Personal Protective Equipment (PPE)	<ul style="list-style-type: none"> • Improper fit and use • Incorrect type • Poor maintenance • Lack of training • Exposure to physical or hazardous substances • Slips, trips and falls • Lack of awareness of PPE requirements • Contamination 	<ul style="list-style-type: none"> • Appropriate selection of PPE • Consultation with staff • Wear PPE when working in kitchens: chef uniform, safety shoes, apron and hat/ hair net • Inspection and maintenance of PPE • Cleaning arrangements School SOP, refer to appendices • Report defects • Store appropriately – in lockers • Provided with training, information and supervision • Signage at entrance to kitchens • Follow manufacturer's instructions • Personal use only • Use oven gloves and cloths when handling hot trays/ plates/ pot and pans 	<ul style="list-style-type: none"> • Maintain current controls 	<p>With current controls: L</p> <p>With Actions applied: L</p>	Head of School, all staff, student and visitors	On going

CHEMICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
057	Chemicals <ul style="list-style-type: none"> Contact with bleach and other cleaning and washing chemicals Methylated Spirits used to fill Flambe Lamps, CO Gas Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Skin irritation Splash to eye/skin, ingestion 	<ul style="list-style-type: none"> The lamp is filled with the correct fuel The correct amount of fuel is used If gas is used the canister is correctly in place The lamp is filled in a safe area (on a tray to retain the fuel) Out-side the back of the restaurant/ building or In a tiled area for the Kitchen away from food The Grid is correctly placed back on the lamp The lamp is placed on a salver or fire proof tray Check that no napkin (paper, linen or tray mat) has been placed on the salver/ tray The salver/ tray is placed in from the edge / side of the Guéridon There is a taper for lighting the lamp There is a cap for extinguishing the lamp 	<ul style="list-style-type: none"> Maintain current controls Complete an inventory of all chemical Maintain a register of MSDS Sheets Where possible, cleaning products marked 'irritant' not purchased and milder alternatives bought instead 	With current controls: M With Actions applied: L	All staff and students Head of School, and housekeeper	On going May 2014

			<ul style="list-style-type: none"> • Do not bend over the lamp when lighting. • Check that the pan is not too hot before flaming • The pan is removed from the lamp before flaming • A measure is used to flame the dish (not the bottle) • Do not flame the dish near a draught from a door or window • Do not bend over the pan when flaming the dish • Wear PPE when handling chemicals: gloves, clothing, safety shoes, glasses • Follow manufacturer's instructions on the safe use of chemicals • Staff trained on the safe use of chemicals • Clean spills immediately – follow safety procedure • Ensure chemicals are stored in a safe and secure location • First-aid kit located in each kitchen and at the Front desk • Maintain Material Safety Data Sheet (MSDS) for all chemicals • Ensure chemical storage containers are in good condition 				
--	--	--	---	--	--	--	--

			<ul style="list-style-type: none"> • Maintain good hygiene, washing hands before and after using a chemical • Dishwasher used instead of washing up by hand • All chemical containers clearly labelled • 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 and students reminded to thoroughly dry hands after washing 				
--	--	--	---	--	--	--	--

CHEMICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
058	Gas <ul style="list-style-type: none"> Gas fueled ovens and hobs Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Leak Fire Suffocation Carbon monoxide Explosion 	<ul style="list-style-type: none"> Inspection, testing and maintenance/servicing Adequate ventilation Registered installer of all gas equipment Restricted access to kitchens Students are supervised when working in kitchen (using gas ovens/ ranges/ cooking rings etc.) Students are trained to light gas by competent staff member (chef/ lecture) Follow safety procedures when lighting gas Follow manufactures instruction for all equipment Ensure all gas equipment is turned off when not in use and at the end of the working day Gas detection and monitoring systems in all training kitchens Report any defect, or smell of gas immediately to line manager and Buildings 	<ul style="list-style-type: none"> Maintain current controls SOP required for use of gas and gas fueled equipment 	With current controls: M With Actions applied: L	Head of School and all staff Head of School	On going

			<p>Office</p> <ul style="list-style-type: none"> • Gas shut off points located in all kitchens (located at the entrance/ exit) • Gas system serviced by competent person • Slam shut valves on all gas supplies to the building. Valves are linked to the fire alarm. They close automatically on fire alarm activation • Gas and electricity linked to the BMS. BMS isolates gas and power to all kitchens at a set time each evening. Supply to each kitchen cannot be reset until a set time the following morning. After the set time supply needs to be manually reset • Gas shut off located at the exit in the kitchen • Turn off all equipment when not in use, and at the end of the working day 				
--	--	--	---	--	--	--	--

BIOLOGICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
059	Biological Agents	N/A	N/A	N/A	N/A	N/A	N/A

Risk Assessment for the School of Culinary Arts and Food Technology, DIT, Cathal Brugha Street, Green Room Kitchen (GRK)

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
060 GRK	Work Equipment <ul style="list-style-type: none"> • Cryto peerless EL5 5 LT planetary mixer • HL 11012AT planetary mixer • Crypto peerless XBE10AS planetary mixer Removed from kitchen Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with 	<ul style="list-style-type: none"> • Entanglement • Electrics Electric shock/ fire • Flour dust • Contact with moving parts • No emergency shut off 	<ul style="list-style-type: none"> • Users ensure guards are in place (equipment will only work when the guard is in place) • Students are supervised by staff when working in kitchens • Students are trained by School staff on how to use equipment safely • User carries out a visual check before use • Users report defects to line manager • Users wear Personal Protective Equipment (PPE): uniform, safety shoes, hat etc. • Users shut down equipment after use and at the end of day • Equipment is CE marked • Damaged equipment is marked and taken out of 	<ul style="list-style-type: none"> • Maintain current controls • Stand Operating Procedure (SOP) required for use (include the safe use of flour in a mixer) and maintenance • Implement a preventative maintenance schedule • Warning signage required (e.g. entanglement) • Repair on/ off light indicators (Cryo peerless mixers) • Emergency shut off 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

	disabilities		<p>service by technician</p> <ul style="list-style-type: none"> • Users follow manufacturer's instructions • Only trained staff and students are permitted to use and clean equipment • User do not wear loose clothing or jewelry when operating equipment • Emergency stop button located in each kitchen 	button required on mixers			
--	--------------	--	---	---------------------------	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
061 GRK	Work Equipment <ul style="list-style-type: none"> Zanussi RS06FIF single door freezer Polar GN70BTV single door freezer – Removed from kitchen Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: Electric shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use – temperature display at the front of the freezer. Light indicates if equipment is turned on Users report defects to line manager Users wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP required for use and maintenance of equipment HAACP – record temperature readings 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
062 GRK	Work Equipment <ul style="list-style-type: none"> Foster gastrorm supra single door fridge Foster gastrorm supra double door fridge Foster gastrorm supra single door fridge Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: Electric shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use – temperature display at the front of the fridge. Light indicates if equipment is turned on Users report defects to line manager User wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment HAACP – record temperature readings SOP: required for use and maintenance 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
063 GRK	Work Equipment <ul style="list-style-type: none"> Foster BCF 35 / 15 blast chiller Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions Equipment is CE marked Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance of equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
064 GRK	Work Equipment <ul style="list-style-type: none"> RDI pot soaking unit (No visible CE mark on RDI machine) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Fire Burns/ scalds Fumes/ dust 	<ul style="list-style-type: none"> Staff trained and instructed in the use of the equipment Only trained staff are permitted to use equipment Supervision of staff Users carry out visual check before use Users report defects to line manager Emergency stop button located in each kitchen User wears PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls SOP: required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment Warning signage required e.g. hot surface 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
065 GRK	Work Equipment <ul style="list-style-type: none"> Zanussi type 10 M9286 ice machine (CE mark not visible) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop located in the kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service Only trained staff and students are permitted to use and clean equipment 	<ul style="list-style-type: none"> Maintain current controls SOP: required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
066 GRK	Work Equipment, <ul style="list-style-type: none"> LT potato ricer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Cut/ graze Electrics (broken plug on equipment) 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions CE marked Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Repair plug on equipment SOP: required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
067 GRK	Work Equipment <ul style="list-style-type: none"> Panasonic pro 2 1400 microwave oven (CE mark not visible) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Contact with hot material – when removing material from the microwave 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Users use oven gloves or dry cloth when removing material from microwave Users only put appropriate / suitable material into the microwave Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule SOP: required for use and maintenance No instruction on control knobs for temperature and time – require repairs 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
068 GRK	Work Equipment <ul style="list-style-type: none"> Alto Shaam 1000-BO2/96 Hot holding unit 2 X bespoke baine marie hot holding units Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Burns/ scalds 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity in each kitchen Users wear PPE, and use oven gloves/ dry cloths Users follow manufacturer's instructions Users shut down equipment after use and at end of day Damaged equipment is marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance Put warning signage on equipment e.g. hot surface No CE marking 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
069 GRK	Work Equipment <ul style="list-style-type: none"> Hobart upright dishwasher Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Hot surface/ material Cleaning chemicals: Rinsal dishwash rinse additive detergent 	<ul style="list-style-type: none"> Guards – washer only works when the door is closed down Only trained staff are permitted to use the washer (General Operative) Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Students are supervised when working in kitchens by staff Users follow manufacturer's instructions Stop button located on washer Emergency stop button (electricity) located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls SOP required for use (include handling of cleaning chemicals) and maintenance Maintain Material Safety Data Sheets (MSDS) for cleaning chemicals used in washer Implement a preventative maintenance schedule Provide gloves for GO's washing and handling cleaning products Train new staff on how to use the washer (maintain training records) 	With current controls: L With Actions applied: L	All staff and students Housekeeper/ Head of School	On going
							May 2014
							Immediate As required

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
070 GRK	Work Equipment <ul style="list-style-type: none"> • Falcon "steakhouse" grill Removed from kitchen 						

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
071 GRK	Work Equipment <ul style="list-style-type: none"> 2 X Morice 6 burner 1 solid top range Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Fumes Gas Tapers – lighting/ hot wax 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded – bumper present Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment marked and taken out of service by technician Appropriate fire extinguisher located in the kitchen 	<ul style="list-style-type: none"> Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance Replace tapers with automatic gas lighters 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
072 GRK	Work Equipment <ul style="list-style-type: none"> Metos culino-80 stock pot Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Burns/ scalds Electrics Steam pressure Manual handling (See manual handling risk assessment) 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Only trained persons are permitted to use stock pot Users carry out a visual check on equipment before use Users report defects to line manager Users wear PPE Users Follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment marked and taken out of service by technician Emergency stop: gas and electricity located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance Warning signage required 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
073 GRK	Work Equipment <ul style="list-style-type: none"> Convotherm OD10.10 P 10 grid combi oven x2 Moretti forni "grain" PD60.60 pizza oven (Proving press not in use, no water supplied - used as storage area) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Steam Contact with hot material 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day CE marked Damaged equipment marked taken out of service by technician Users use oven gloves or dry cloth when removing material Users only put appropriate / suitable material into the ovens Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule (include the steal stands equipment is on) SOP: required for use and maintenance 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

Risk Assessment for the School of Culinary Arts and Food Technology, DIT, Cathal Brugha Street, Kitchen 8 (KT8)

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
074 KT8	Work Equipment <ul style="list-style-type: none"> Ilsa Ah141002 2 door freezer Foster gastrorm supra 351 HT 2 door fridge Foster Premg 135 OH 2 door fridge x2 Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: Electric shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use – temperature display at the front of the fridge. Light indicates if equipment is turned on Users report defects to line manager Users wear PPE CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use Implement a preventative maintenance schedule for all kitchen equipment HAACP – record temperature reading 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
075 KT8	Work Equipment <ul style="list-style-type: none"> ITV "ice queen" 135 litre (v17) Ice machine (not currently in use) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Contact with moving parts Ice falling on the floor – slip hazard 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Cleaning by specialized company Users clean any falling ice on the floor immediately Users only use appropriate scoop to take ice out of machine 	<ul style="list-style-type: none"> Maintain current controls Standard Operating Procedure (SOP) required for use Implement a preventative maintenance schedule for all kitchen equipment Locate in a suitable and secure area 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
076 KT8	Work Equipment <ul style="list-style-type: none"> Falcon G2522 "Dominator" wall mounted gas grill Falcon steakhouse wall mounted grill Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Electrics Burns Fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop for gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users use oven gloves/ dry cloth when unloading items from the grill Appropriate fire extinguisher located in the kitchen Users only put appropriate material into the grill Users do not leave items/ food etc. unattended in the grill 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment Stand Operating Procedure (SOP) required for use Socket located under grill – take out of use or relocate grill 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
077 KT8	Work Equipment, <ul style="list-style-type: none"> Helia type 24 smoker (2 units) (No CE mark) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Electrics Fumes 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely All dangerous parts of equipment suitably and adequately guarded Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment Remove bag of wood clips and store in a safe and secure location (located at the rear of the kitchen) Repair missing indicator light Wires exposed – take equipment out of use for repair Stand Operating Procedure (SOP) required for use 	With current controls: M With Actions applied: L	All staff and students Head of School	On going
							May 2014
							Immediate
							May 2014
							Immediate
							May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
078 KT8	Work Equipment <ul style="list-style-type: none"> La minerva G/E32R refrigerated mincer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Contact with moving parts Cut/ laceration No on/ off button 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are not permitted to use the mincer Only trained staff are permitted to use the mincer Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE (no loose clothing worn when handling equipment) Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment Stand Operating Procedure (SOP) required for use (include cleaning and assembling) Warning signage required 	With current controls: L With Actions applied: L	All staff and students Head of School	On going
							May 2014
							Immediate May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated/Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
079 KT8	Work Equipment <ul style="list-style-type: none"> • Morice 4 burner / 1 solid top gas range Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service Providers • Sensitive risk groups • Young persons • Pregnant woman • People with disabilities 	<ul style="list-style-type: none"> • Fire • Burns • Scalds 	<ul style="list-style-type: none"> • Students are supervised by staff when working in kitchens • Students are trained by School staff on how to use equipment safely • All dangerous parts of equipment suitably and adequately guarded – bumper in place • Users carry out a visual check before use • Users report defects to line manager • Emergency stop: gas and electricity located in each kitchen • Users wear PPE • Users follow manufacturer's instructions • Users shut down equipment after use and at the end of day • CE marked • Damaged equipment marked and taken out of service by technician • Appropriate fire extinguisher located in the kitchen • Users only put appropriate material on equipment 	<ul style="list-style-type: none"> • Maintain current controls • Implement a preventative maintenance schedule for all kitchen equipment (Servicing to be carried out by a specialized company) • Stand Operating Procedure (SOP) required for use • X1 pot stand required • Replace tappers with automatic gas lighters 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
080 KT8	Work Equipment <ul style="list-style-type: none"> Convotharm OES 10.10 10 grid combi oven Juno 5712-36 10 grid combi oven Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman 	<ul style="list-style-type: none"> Electrics Fire Manual handling: loading and unloading the oven 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions (instructions located on the side of the oven) Users shut down equipment after use and end of day CE marked Damaged equipment is marked and taken out of service by technician All staff compliant with and adhere to mandatory manual handling training Students are instructed by School staff how to handle loads safely Users assess the weight of a load before loading into the oven – if required reduce weight Users ensure good visibility when loading and unloading material from the 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment and stand (holding equipment) Hose head required for cleaning pipe on oven 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

	<ul style="list-style-type: none"> • People with disabilities 		<p>oven</p> <ul style="list-style-type: none"> • Users avoid over reaching – do not lift loads overhead height e.g. do not use top deck if it requires lifting overhead height or standing on tippy toes • Users keep the carrying distances of loads to a minimum – when unloading trays ensure a table/ stand is within in a safe distance to put the hot trays on • Users maintain good housekeeping i.e. cleaning slips/ removing trip hazards • Students to follow safe work practices all instructions given to them by their lecturer when working in the kitchens i.e. safe use of oven • Users use oven gloves/ or a dry cloth to remove hot loads from the oven • Only trained staff and students are permitted to use and clean equipment 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
081 KT8	Work Equipment <ul style="list-style-type: none"> Robot coupe R3 food processor (No CE mark) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Contact with moving parts 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment are suitably and adequately guarded Equipment only works when guard is in correct position Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop; electricity shut off located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day Damaged equipment marked and taken out of service by technician Users do not wear loose clothing or jewelry when operating equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Warning signage required Emergency stop button required Lid/ guard is open at the top of the processor – requires a lid to cover completely Loose wiring on plug – take out of use and repair 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014
							Immediately

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
082 KT8	Work Equipment <ul style="list-style-type: none"> Kitchen K5SS 5 lt planetary mixer – (not present on the day of risk assessment) 						

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
083 KT8	Work Equipment <ul style="list-style-type: none"> La minerva Pack 69 vacuum packer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Electrics Heat/ burn 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Appropriate material only to be used in equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
084 KT8	Work Equipment <ul style="list-style-type: none"> Robot coupe Mp350 soup gun Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Contact with moving parts 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Wear PPE Users follow manufacturer's instructions Users shut equipment down after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users to not wear loose clothing when operating equipment Users use suitable pot (large enough for the gun to fit safely) Do not use soup gun at a height – place pot on the floor in a safe location when using the soup gun Never over fill the pot before using soup gun 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Store soup gun in a safe and secure location – designate a storage area 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
085 KT8	Work Equipment <ul style="list-style-type: none"> Spicer "tumbler" meat marinader/ briner (not currently in use – lid is missing of specialized pot) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Contact with moving parts 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop: electricity and gas located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment: 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
086 KT8	Work Equipment <ul style="list-style-type: none"> Hatco CSS-5M hot holding/ smoking unit (Not currently in use – no plug on unit) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Electrics (no plug on unit) Burn Fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Appropriate fire extinguisher located in the kitchen 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment Warning signage required – hot surface/ caution 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
087 KT8	Work Equipment <ul style="list-style-type: none"> Lauda M20 (heater RM 6 B) water bath Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Electrics Burns/ scalds 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely All dangerous parts of equipment suitably and adequately guarded Users carry out visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment marked and taken out of service by technician Temperature control on the bath Users ensure the bath is in a safe location when in use 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment Warning signage required – hot surface/ caution Lid required for bath Ensure the bath is used in a safe and secure location 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
088 KT8	Work Equipment <ul style="list-style-type: none"> • Prolite LD 50 deep fat fryer Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service Providers • Sensitive risk groups • Young persons • Pregnant woman • People with disabilities 	<ul style="list-style-type: none"> • Fire • Burns from oil/ contact with hot surfaces • Eye injuries from splashes • Slips from oil spillages • Strains/ sprains from lifting and moving equipment/ basket 	<ul style="list-style-type: none"> • Fryers are used only when necessary and when it is safe to do so • Students are trained by School staff on how to use equipment safely • Only trained staff and students are permitted to use a deep fat fryer • Student are supervised when using fryers • Users follow manufacturer instructions • Users follow procedure (SOP) for the safe use and cleaning of a deep fat fryers • Users do not leave fryers unattended • Ensure electric socket and cable are in good condition and in a safe secure location – for example away from water or heat sources • Users clean spillages immediately • Users wear PPE: chef 	<ul style="list-style-type: none"> • Maintain current controls • Written cleaning procedure and schedule required for the deep fat fryer (include daily, weekly, monthly) • Ensure fryers are located on a stable surface and securely fixed, at a safe height and with adequate space provided around equipment • Highlight with signage the location of the nearest fire extinguisher and fire blanket • Complete Emergency 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>uniform and safety shoes. Users use heat resistant glove and apron if required</p> <ul style="list-style-type: none"> • Users report defect and hazards to line manager • Users ensure the floor area around the deep fat fryer is clean and free from any spillages • Users turn off deep fat fryer when not in use – ensure it is turned off before leaving the kitchen on break(s) and at the end class • Users never put water into or close to the deep fat fryer • Staff trained in ERT • Kitchen have a wet chemical extinguisher and fire blanket • Staff and students to note the location of emergency equipment: fire blanket, extinguisher, emergency call point, shut off point • Staff to inform students of the location of firefighting equipment • Maintain fryers in a fixed and safe location in each kitchen 	<p>Procedure for a deep fat fryer fire</p>			
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
089 KT8	Work Equipment <ul style="list-style-type: none"> Double griddle unit (Not currently in use) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Electrical; electric shock Burns Gas; exposure, fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely All dangerous parts of equipment suitably and adequately guarded Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users only put appropriate material into the unit 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment Replace tapers with automatic gas lighters 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
090 KT8	Work Equipment <ul style="list-style-type: none"> "Capic" 2 burner & 1 solid top gas range Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Electrics Burns/ scalds Gas; exposure, fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down after use and at the end of day CE marked Damaged equipment marked and taken out of service by technician Appropriate fire extinguishers located in kitchen Users do not leave items unattended on gas range Only use appropriate material on range Gas detection systems in each kitchen 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment Bumper bar required Hot plate exposed – requires a cover for the surface 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
091 KT8	Work Equipment <ul style="list-style-type: none"> Foster BCF 35/15 blast chiller Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Electrics 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
092 KT8	Work Equipment <ul style="list-style-type: none"> Butcher blocks Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Manual handling Block falling from stand Wheel becoming loose/ breaking 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use blocks safely Users wear PPE Users carry out a visual check before use Users report defects to line manager Blocks are only moved when necessary Plate casters on table wheels for stability Breaks on wheels to prevent movement Rubber insulation on wheels Damaged equipment is marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all butcher blocks, there stands/ frames and wheels X 3 no plate casters on frame/ wheels – requires repairs X 1 Rubber insulation on wheel is coming off - requires repairs 	With current controls: L With Actions applied: L	All staff and students Head of School	On going
							May 2014
							Immediate Immediate

Risk Assessment for the School of Culinary Arts and Food Technology, DIT, Cathal Brugha Street, Kitchen 9 (KT9)

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
093 KT9	Work Equipment <ul style="list-style-type: none"> Robot coupe R301 food processor Robot coupe Blixer 4 mono food processor (No CE mark on equipment) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons 	<ul style="list-style-type: none"> Entanglement Electrics Contact with moving parts 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Equipment only works when guard is in correct position Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop; gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Warning signage required Emergency stop button required Lid/ guard is open at the top of the processor – requires a lid to cover completely No details indicated 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

	<ul style="list-style-type: none"> • pregnant women • people with disabilities 		<p>at the end of day</p> <ul style="list-style-type: none"> • CE marked • Damaged is equipment marked and taken out of service by technician • Users do not wear loose clothing or jewelry when operating equipment 	<p>at 'on and off' switch – repairs required</p>			
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
094 KT9	Work Equipment <ul style="list-style-type: none"> Convotherm OES.6.10 6 grid combi oven Henny Penny "Esc110819-01" 10 grid combi oven (CE marked) Hobart 6 C8-0611E 6 Grid Combi Oven (no CE mark) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Heat: hot surfaces/ loads Manual handling: loading and unloading the oven (See manual handling risk assessment) 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment marked and taken out of service by technician All staff compliant with and adhere to mandatory manual handling training Students are instructed by School staff how to handle loads safety Users assess the weight of a 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment and steel frames (include wheels on Hobart frame) Replace missing hose on the Henry Penny oven 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

	<p>groups</p> <ul style="list-style-type: none"> • young persons • pregnant women • people with disabilities 		<p>load before loading into the oven – if required reduce weight</p> <ul style="list-style-type: none"> • Users ensure good visibility when loading and unloading material from the oven • Users avoid over reaching – do not lift load overhead height e.g. do not use top deck if it requires lifting overhead height or standing on tippy toes • Users keep carrying distances of loads to a minimum – when unloading trays ensure a table/ stand is within in a safe distance to put the hot trays on • Users maintain good housekeeping i.e. cleaning slips/ removing trip hazards • Students to follow safe work practices all instructions given to them by their lecturer when working in kitchens i.e. safe use of oven • Use oven gloves/ or a dry cloth to remove hot loads from the oven • Only trained staff and students are permitted to use and clean equipment 				
--	---	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
095 KT9	Work Equipment <ul style="list-style-type: none"> "Panasonic Pro 2" 1400 microwave oven (No CE mark) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Contact with hot material – when removing material from the microwave 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Users use oven gloves or dry cloth when removing material from microwave Users only put appropriate / suitable material into the microwave Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule SOP: required for use and maintenance No instruction on control knobs for temperature and time – requires repairs 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
096 KT9	Work Equipment <ul style="list-style-type: none"> Fagor FE-710 C deep fat fryer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Fire Burns from oil contact with hot surfaces Eye injuries from splashes Slips from oil spillages Strains/ sprains from lifting and moving equipment/ basket 	<ul style="list-style-type: none"> Fryers are used only when necessary and when it is safe to do so Students are trained by School staff on how to use equipment safely Only trained staff and students are permitted to use a deep fat fryer Student are supervised when using fryers Users follow manufacturer instructions Users follow procedure (SOP) for the safe use and cleaning of a deep fat fryers Users do not leave fryers unattended Ensure electric socket and cable are in good condition and in a safe secure location – for example away from water or heat sources Users clean spillages immediately Users wear PPE: chef uniform 	<ul style="list-style-type: none"> Maintain current controls Written cleaning procedure and schedule for the deep fat fryer required (include daily, weekly, monthly cleaning) Ensure fryers are located on a stable surface and securely fixed, at a safe height and with adequate space provided around equipment Highlight with signage the location of the nearest fire extinguisher and fire blanket Complete Emergency Procedure for a deep fat fryer fire 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>and safety shoes.</p> <ul style="list-style-type: none"> • Users use heat resistant glove and apron if required • Users report defect and hazards to line manager • Users ensure the floor area around the deep fat fryer is clean and free from any spillages • Users turn off deep fat fryer when not in use – ensure it is turned off before leaving the kitchen on break(s) and at the end class • Users never put water into or close to the deep fat fryer • Staff trained in ERT • Ansul system above the fryer • Fryer is in a fixed location in the kitchen • Kitchens have a wet chemical extinguisher and fire blanket present • Staff and students to note the location of emergency equipment: fire blanket, extinguisher, emergency call point, shut off point • Staff to inform students of the location of firefighting equipment 				
--	--	--	---	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
097 KT9	Work Equipment <ul style="list-style-type: none"> "J Charvet Voiron" bespoke cooking island (No visible CE mark, CE mark only on grill) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Fire Burn Gas, exposure/ leak Instructions on the cooking island are in French – persons unable to understand Oven section used to store material 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at end of day CE marked Damaged equipment is marked and taken out of service by technician CE mark on grill Appropriate fire extinguishers located in 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment (Servicing to be carried out by a specialized company) Stand Operating Procedure (SOP) required for use Replace tapers with automatic gas lighters Instructions in French – require translation (equipment should be in a language understood by user) 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

			kitchen <ul style="list-style-type: none"> • Users do not leave items unattended on island • Only use appropriate material on island 	<ul style="list-style-type: none"> • Indicate to user with signage that the oven is obsolete (ensure all power to the oven is disconnected if using it for the storage of material) 			
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
098 KT9	Work Equipment <ul style="list-style-type: none"> 2 Baine marie hot holding service units Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Burns/ scalds 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity in each kitchen Users wear PPE Users use oven gloves/ dry cloths Users follow manufacturer's instructions Users shut down equipment after use and end of day Damaged equipment is marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment (include wheels on equipment) SOP: required for use and maintenance Put warning signage on equipment e.g. hot surface No CE marking 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
100 KT9	Work Equipment <ul style="list-style-type: none"> Foster gastronorm supra 351 HT 2 door fridge Tefcold TFW1605 undercounter fridge Tefcold TFW1605 undercounter fridge Foster HR150 undercounter fridge Foster HR400 single door fridge Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: shock/ fire 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use – temperature display at the front of the fridge. Light indicates if equipment is turned on Users report defects to line manager User wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment HAACP – record temperature readings SOP: required for use and maintenance 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
101 KT9	Work Equipment, <ul style="list-style-type: none"> Marco "comet" water boiler Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Burns/ scalds 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager User wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment marked taken out of service by technician Emergency stop button located in each kitchen Water bath is used in a safe and secure location 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance Warning signage; hot surface/ caution 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
102 KT9	Work Equipment <ul style="list-style-type: none"> Robert roberts NOVO-011 coffee machine Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Burns/ scalds 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager User wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance Warning signage; hot surface/ caution 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
103 KT9	Work Equipment <ul style="list-style-type: none"> La minerva pack 16 vacuum packer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Heat/ burn 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance. Instruction on the equipment is in Italian, instruction should be in a language the users understands 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
104 KT9	Work Equipment <ul style="list-style-type: none"> HL 11012 AT 20 LT planetary mixer Kenwood KM005 5LT planetary mixer (CE marked) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire <ul style="list-style-type: none"> Flour dust Contact with moving parts 	<ul style="list-style-type: none"> Users ensure guards are in place (equipment will only work when the guard is in place) Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely User carries out a visual check before use User report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Equipment is CE marked Damaged equipment is marked and taken out of service by technician Users follow manufacturer's instructions Only trained staff and students are permitted to 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use (include the safe use of flour in a mixer) and maintenance Implement a preventative maintenance schedule Warning signage required (e.g. entanglement) No timer switch – requires repairs Emergency shut off required on mixers 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

	disabilities		<p>use and clean equipment</p> <ul style="list-style-type: none"> • User do not wear loose clothing or jewelry when operating equipment • Emergency shut off button located in each kitchen 				
--	--------------	--	---	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
105 KT9	Work Equipment <ul style="list-style-type: none"> Ilsa 2 door TmmG2017 undercounter freezer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP required for use and maintenance of equipment HAACP – record temperature readings 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
106 KT9	Work Equipment <ul style="list-style-type: none"> Foster BCF 20/10 blast chiller Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance of equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
108 KT9	Work Equipment <ul style="list-style-type: none"> Jackson 900 series 9016 6 burner & oven range Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Burns/ scalds 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely All dangerous parts of equipment suitably and adequately guarded Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at end of day CE marked Damaged equipment is marked and taken out of service by technician Appropriate fire extinguisher located in the kitchen Users only put appropriate material on the oven range 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment (Servicing to be carried out by a specialized company) Stand Operating Procedure (SOP) required for use Replace tappers with automatic gas lighters No indication on switches for on and off – requires repairs 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
109 KT9	Work Equipment <ul style="list-style-type: none"> La cimballi M30 G/1T tri classic coffee dock (relocated to blue room restaurant) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Burns/ scalds 	<ul style="list-style-type: none"> Students are supervised when working in kitchens and restaurants Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager User wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance Warning signage; hot surface/ caution 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

Risk Assessment for the School of Culinary Arts and Food Technology, DIT, Cathal Brugha Street, Kitchen 17 (KT17)

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
110 KT17	Work Equipment <ul style="list-style-type: none"> Foster Premg 136 OH 2 door fridge Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors Young persons Pregnant Postgraduates People with disabilities 	<ul style="list-style-type: none"> Electrics: shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager User wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment HAACP – record temperature readings SOP: required for use and maintenance Remove brown tape on the control panel and complete repair 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
111 KT17	Work Equipment <ul style="list-style-type: none"> Hobart 6 C8-0611E 6 Grid Combi Oven Hobart 6 CSDUC1012LA E-KK 10 Grid combi oven Convotherm OES.10 ES1010030000A D10 grid combi oven, Morice 4 burner & 1 electric oven Eloma genius T6-11 Grid combi oven Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Heat: hot surfaces / loads Steam/ burn Manual handling: loading and unloading the oven (See manual handling risk assessment)	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician All staff compliant with and adhere to mandatory manual handling training Students are instructed by School staff how to handle loads safety Users assess the weight of a 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment and steel frames (include wheels on Hobart frame) Replace missing hose on the convotherm oven 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

	Providers <ul style="list-style-type: none"> • Sensitive risk groups • Young persons • Pregnant woman • People with disabilities 		<p>load before loading into the oven – if required reduce weight</p> <ul style="list-style-type: none"> • Users ensure good visibility when loading and unloading material from the oven • Users avoid over reaching – do not lift load overhead height e.g. do not use top deck if it requires lifting overhead height or standing on tippy toes • Users keep carrying distances of loads to a minimum – when unloading trays ensure a table/ stand is within in a safe distance to put the hot trays on • Users maintain good housekeeping i.e. cleaning slips/ removing trip hazards • Students to follow safe work practices all instructions given to them by their lecturer when working in kitchens i.e. safe use of oven • Use oven gloves/ or a dry cloth to remove hot loads from the oven • Only trained staff and students are permitted to use and clean equipment 				
--	---	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
112 KT17	Work Equipment <ul style="list-style-type: none"> X2 Falcon "steakhouse" wall mounted grill Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Electrics Burns Fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop for gas and electricity in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Use oven gloves/ dry cloth when unloading items from the grill Appropriate fire extinguisher located in the kitchen Only put appropriate material into the grill Do not leave items/ food etc. unattended in the grill 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment Stand Operating Procedure (SOP) required for use 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
113 KT17	Work Equipment <ul style="list-style-type: none"> • Morice 4 burner & 1 solid top gas range x2 • Morice 2 burner & 1 solid top gas range x2 Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service Providers • Sensitive risk groups • Young persons • Pregnant woman • People with disabilities 	<ul style="list-style-type: none"> • Electrics Fire • Fumes 	<ul style="list-style-type: none"> • Students are supervised by staff when working in kitchens • Students are trained by School staff on how to use equipment safely • All dangerous parts of equipment suitably and adequately guarded – bumper in place • Users carry out a visual check before use • Users report defects to line manager • Emergency stop: gas and electricity located in each kitchen • Users wear PPE • Users follow manufacturer's instructions • Users shut down equipment after use and at the end of day • CE marked • Damaged equipment is marked and taken out of service by technician • Appropriate fire extinguisher located in the kitchen • Only put appropriate material on ranges • Gas detections system in the kitchen 	<ul style="list-style-type: none"> • Maintain current controls • Implement a preventative maintenance schedule for all kitchen equipment (Servicing to be carried out by a specialized company) • Stand Operating Procedure (SOP) required for use • X1 pot stand required • Replace tappers with automatic gas lighters • Bumper required for the Morice 4 burner 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
114 KT17	Work Equipment <ul style="list-style-type: none"> Foster CBCF 20/10 blast chiller Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Electrics Fall - chiller on wheels sitting on a pint with bricks 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at end of day CE marked Damaged equipment is marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment Assess the location, ensure it is in a safe place – avoid the use of bricks to hold equipment up Button missing on chiller – requires repairs 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

				<ul style="list-style-type: none"> • No information 'on and off' • Cracked plug – remove equipment from kitchen and repair 			
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
116 KT17	Work Equipment <ul style="list-style-type: none"> Panasonic pro 2 1400 microwave oven (no visible CE mark) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service Providers Sensitive risk groups Young persons Pregnant woman People with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Contact with hot material – when removing material from the microwave 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at end of day Damaged equipment marked and taken out of service by technician Users use oven gloves or dry cloth when removing material from microwave Users only put appropriate / suitable material into the microwave Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule SOP: required for use and maintenance No instruction on control switches for temperature and time- requires repairs 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
117 KT17	Work Equipment <ul style="list-style-type: none"> "steakhouse" wall mounted grill – removed from kitchen 						

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
118 KT17	Work Equipment <ul style="list-style-type: none"> Prolite LD 50 fat fryer <p>Who is harmed:</p> <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ 	<ul style="list-style-type: none"> Fire Burns from oil contact with hot surfaces Eye injuries from splashes, slips from oil spillages Strains/ sprains from lifting and moving equipment/ basket 	<ul style="list-style-type: none"> Fryers are used only when necessary and when it is safe to do so Students are trained by School staff on how to use equipment safely Only trained staff and students are permitted to use a deep fat fryer Student are supervised when using fryers Users follow manufacturer 	<ul style="list-style-type: none"> Maintain current controls Written cleaning procedure and schedule for the deep fat fryer (include daily, weekly, monthly): Ensure fryers are located on a stable surface and securely 	<p>With current controls: M</p> <p>With Actions applied: L</p>	<p>All staff and students</p> <p>Head of School</p>	<p>On going</p> <p>May 2014</p>

	Service Providers <ul style="list-style-type: none"> • Sensitive risk groups • Young persons • Pregnant woman • People with disabilities 		<p>instructions</p> <ul style="list-style-type: none"> • Users follow procedure (SOP) for the safe use and cleaning of a deep fat fryers • Users do not leave fryers unattended • Users ensure electric socket and cable are in good condition and in a safe secure location – for example away from water or heat sources • Users clean spillages immediately • Users wear PPE: chef uniform and safety shoes. • Users use heat resistant glove and apron if required • Users report defects and hazards to line manager • Users ensure the floor area around the deep fat fryer is clean and free from any spillages • Users turn off deep fat fryer when not in use – ensure it is turned off before leaving the kitchen on break(s) and at the end class • Users never put water into or close to the deep fat fryer • Staff trained in ERT • Kitchen have a wet chemical extinguisher and fire blanket 	<p>fixed, at a safe height and with adequate space provided around equipment</p> <ul style="list-style-type: none"> • Highlight with signage the location of the nearest fire extinguisher and fire blanket • Complete Emergency Procedure for a deep fat fryer fire 			
--	---	--	---	--	--	--	--

			<ul style="list-style-type: none"> • Staff to note the location of emergency equipment: fire blanket, extinguisher, emergency call point, shut off point • Staff to inform students of the location of firefighting equipment • Maintain fryers in a fixed location in each kitchen • Ensure fryers are used in a safe location 				
--	--	--	---	--	--	--	--

Risk Assessment for the School of Culinary Arts and Food Technology, DIT, Cathal Brugha Street, Kitchen 18 (KT18)

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
119 KT18	Work Equipment <ul style="list-style-type: none"> Foster Premg 50 OH 1 door fridge Foster gastronorm supra 351 HT 2 door fridge Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager User wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment HAACP – record temperature readings SOP: required for use and maintenance 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
120 KT18	Work Equipment <ul style="list-style-type: none"> Morice FR4702 0006 4 siroco bakerys oven Rational SCC101 10 grid combi oven Hobart 6 CSDUC1012L AE-KK 10 Grid Combi Oven Convotherm OES.10.10 ES301003000A 0010 grid combi oven <p>Who is harmed:</p> <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Heat: hot surfaces / loads/water Manual handling: loading and unloading the oven (See manual handling risk assessment) 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment marked taken out of service by technician All staff compliant with and adhere to mandatory manual handling training Students are instructed by School staff how to handle loads safety Users assess the weight of a 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment and steel frames/ stands Hose taped up on the convotherm oven – requires repair 	<p>With current controls: M</p> <p>With Actions applied: L</p>	<p>All staff and students</p> <p>Head of School</p>	<p>On going</p> <p>May 2014</p>

	<p>groups</p> <ul style="list-style-type: none"> • young persons • pregnant women • people with disabilities 		<p>load before loading into the oven – if required reduce weight</p> <ul style="list-style-type: none"> • Users ensure good visibility when loading and unloading material from the oven • Users avoid over reaching – do not lift load overhead height e.g. do not use top deck if it requires lifting overhead height or standing on tippy toes • Users keep carrying distances of loads to a minimum – when unloading trays ensure a table/ stand is within in a safe distance to put the hot trays on • Users maintain good housekeeping i.e. cleaning slips/ removing trip hazards • Students to follow safe work practices all instructions given to them by their lecturer when working in kitchens i.e. safe use of oven • Use oven gloves/ or a dry cloth to remove hot loads from the oven • Only trained staff and students are permitted to use and clean equipment 				
--	---	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
121 KT18	Work Equipment <ul style="list-style-type: none"> Electrolux Dito BM20 20 lt planetary mixer Kitchen aid KPM50 5 LT planetary mixer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire <ul style="list-style-type: none"> Flour dust Contact with moving parts No emergency shut off 	<ul style="list-style-type: none"> Users ensure guards are in place (equipment will only work when the guard is in place) Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely User carries out a visual check before use User report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Equipment is CE marked Damaged equipment is marked taken out of service by technician Users follow manufacturer's instructions Only trained staff and students are permitted to use and clean equipment User do not wear loose clothing or jewelry when operating equipment Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use (include the safe use of flour in a mixer) and maintenance Implement a preventative maintenance schedule Warning signage required (e.g. entanglement) Emergency shut off required on mixers 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
122 KT18	Work Equipment <ul style="list-style-type: none"> • Morice 4 burner & 1 solid top gas range x4 Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Electrics • Fumes • Gas • Tapers – lighting/ hot wax 	<ul style="list-style-type: none"> • Students are supervised by staff when working in kitchens • All dangerous parts of equipment suitably and adequately guarded – bumper present • Students are trained by School staff on how to use equipment safely • Users carry out visual checks before use • Users report defects to line manager • Users wear PPE • Bumper in place • Users follow manufacturer's instructions • Users shut down equipment after use and at the end of day • CE marked • Damaged equipment is marked and taken out of service by technician • Appropriate fire extinguisher located in the kitchen • Users do not leave pot/ material unattended • Gas detections systems in each kitchen 	<ul style="list-style-type: none"> • Implement a preventative maintenance schedule for all kitchen equipment • SOP: required for use and maintenance • Replace tapers with automatic gas lighters 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
123 KT18	Work Equipment <ul style="list-style-type: none"> Market forge "steam it" ST-E pressure cooker No CE mark Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Steam/ burns Fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchen Students are trained by School staff on how to use equipment safely Only trained persons to use cooker Users carry out visual checks before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Appropriate fire extinguisher located in the kitchen 	<ul style="list-style-type: none"> Maintain current controls SOP: required for use and maintenance Top of pressure cooker is exposed, build-up of material on engine – requires maintenance 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
124 KT18	Work Equipment <ul style="list-style-type: none"> Robot coupe R301 D food processor No CE mark Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Contact with moving parts 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Equipment only works when the guard is in correct position Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop; gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users do not wear loose clothing or jewelry when operating equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Warning signage required Emergency stop button required Lid/ guard is open at the top of the processor – requires a lid to cover completely 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
125 KT18	Work Equipment <ul style="list-style-type: none"> Robot coup musso L2 ice cream machine Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment are suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop for electricity is located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users do not wear loose clothing or jewelry when operating equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for equipment 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
126 KT18	Work Equipment <ul style="list-style-type: none"> • Prolite LD 50 fat fryer x2 Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Fire • Burns from oil contact with hot surfaces • Eye injuries from splashes, slips from oil spillages • Strains/ sprains from lifting and moving equipment/ basket 	<ul style="list-style-type: none"> • Fryers are used only when necessary and when it is safe to do so • Students are trained by School staff on how to use equipment safely • Only trained staff and students are permitted to use a deep fat fryer • Student are supervised when using fryers • Users follow manufacturer instructions • Users follow procedure (SOP) for the safe use and cleaning of a deep fat fryers • Users do not leave fryers unattended • Ensure electric socket and cable are in good condition and in a safe secure location – for example away from water or heat sources • Users clean spillages immediately • Users wear PPE, and use heat resistant glove and 	<ul style="list-style-type: none"> • Maintain current controls • Written cleaning procedure and schedule for the deep fat fryer (include daily, weekly, monthly) • Ensure fryers are located on a stable surface and securely fixed, at a safe height and with adequate space provided around equipment • Highlight with signage the location of the nearest fire extinguisher and fire blanket • Complete Emergency Procedure for a 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

			apron if required <ul style="list-style-type: none"> • Users report defects and hazards to line manager • Users ensure the floor area around the deep fat fryer is clean and free from any spillages • Users turn off deep fat fryer when not in use – ensure it is turned off before leaving the kitchen on break(s) and at the end class • Users never put water into or close to the deep fat fryer • Staff trained in ERT • Kitchen must have a wet chemical extinguisher and fire blanket • Staff to note the location of emergency equipment: fire blanket, extinguisher, emergency call point, shut off point • Staff to inform students of the location of firefighting equipment • Maintain fryers in a fixed and safe location in each kitchen 	deep fat fryer fire			
--	--	--	---	---------------------	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
127 KT18	Work Equipment Morice Traitogaz wok station Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Electrics Electric shock/ fire	<ul style="list-style-type: none"> • Students are supervised by staff when working in kitchens • All dangerous parts of equipment suitably and adequately guarded • Students are trained by School staff on how to use equipment safely • Users carry out visual checks before use • Users report defects to line manager • Emergency stop for electricity located in each kitchen • Users wear PPE • Users follow manufacturer's instructions • Users shut down equipment after use and end of day • CE marked • Damaged equipment is marked and taken out of service by technician 	<ul style="list-style-type: none"> • Maintain current controls • SOP required for use and maintenance • Implement a preventative maintenance schedule on equipment 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
128 KT18	Work Equipment <ul style="list-style-type: none"> Falcon "steakhouse" wall mounted grill Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Fumes/ dust Burns Gas exposure, fire, leak 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop for gas and electricity is in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users use oven gloves/ dry cloth when unloading items from the grill Appropriate fire extinguisher located in the kitchen Users only put appropriate material into the grill Users do not leave items/ food etc. unattended in the grill 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment Stand Operating Procedure (SOP) required for use 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
129 KT18	Work Equipment <ul style="list-style-type: none"> Panasonic Pro 2 2600 microwave oven Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Contact with hot material – when removing material from the microwave 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Users use oven gloves or dry cloth when removing material from microwave Users only put appropriate / suitable material into the microwave Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule SOP: required for use and maintenance 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
130 KT18	Work Equipment <ul style="list-style-type: none"> Grant SVP 26 Sous vide Water bath & heater (Not present the day of risk assessments) 						

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
131 KT18	Work Equipment <ul style="list-style-type: none"> Grant SV 200 Sous vide Water stirred & heater (Not present the day of risk assessments) 						

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
132 KT18	Work Equipment <ul style="list-style-type: none"> Sammic TR-330 soup gun / food blender Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Noise Entanglement Electrics Contact with moving parts Unsafe storage 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut equipment down after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users do not wear loose clothing when operating equipment Users use suitable pot (large enough for the gun to fit safely) Users never over fill the pot before using soup gun 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Store soup gun in a safe and secure location – designate a storage area 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
133 KT18	Work Equipment <ul style="list-style-type: none"> Mercatus blast chiller Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
134 KT18	Work Equipment <ul style="list-style-type: none"> Vorwerk thermomixer 31-1 Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
135 KT18	Work Equipment <ul style="list-style-type: none"> CGT sausage machine (Not present the day of risk assessments) 						

Risk Assessment for the School of Culinary Arts and Food Technology, DIT, Cathal Brugha Street, Kitchen 19 (KT19)

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
136 KT19	Work Equipment <ul style="list-style-type: none"> • Morice RE0009 2 burner + 1 solid top + electric oven x 8 • Falcon convectasteam 10 grid combi oven • No visible CE mark Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with 	<ul style="list-style-type: none"> • Electrics Electric shock/ fire • Heat: hot surfaces / loads • Manual handling: loading and unloading the oven 	<ul style="list-style-type: none"> • Students are supervised by staff when working in kitchens • Students are trained by School staff on how to use equipment safely • Users carry out visual checks before use • Users report defects to line manager • Users wear PPE • Users follow manufacturer's instructions (instructions located on the side of the oven) • Users shut down equipment after use and end of day • Damaged equipment is marked and taken out of service by technician • All staff compliant with and adhere to mandatory manual handling training • Students are instructed by 	<ul style="list-style-type: none"> • Maintain current controls • SOP required for use and maintenance • Implement a preventative maintenance schedule on equipment and stand (holding equipment) • Replace tapers with automatic gas lighters 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

	disabilities		<p>School staff how to handle loads safety</p> <ul style="list-style-type: none"> • Users assess the weight of a load before loading it into the oven – if required reduce weight • Users ensure good visibility when loading and unloading material from the oven • Users avoid over reaching – do not lift load overhead height e.g. do not use top deck if it requires lifting overhead height or standing on tippy toes • Users keep the carrying distances of loads to a minimum – when unloading trays ensure a table/ stand is within in a safe distance to put the hot trays on • Users maintain good housekeeping i.e. cleaning slips/ removing trip hazards • Students to follow safe work practices all instructions given to them by their lecturer when working in the kitchens i.e. safe use of oven • Users use oven gloves/ or a dry cloth to remove hot loads from the oven • Only trained staff and students are permitted to use and clean equipment 				
--	--------------	--	---	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
137 KT19	Work Equipment <ul style="list-style-type: none"> • Morice RE0009 2 burner + 1 solid top + gas oven x7 Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Electrics Electric shock/ fire • Heat: hot surfaces / loads/ burns • Manual handling: loading and unloading the oven • Electrics • Gas: gas exposure, leak /fire 	<ul style="list-style-type: none"> • Students are supervised by staff when working in kitchens • Students are trained by School staff on how to use equipment safely • Users carry out visual check before use • Users report defects to line manager • Emergency stop: gas and electricity located in each kitchen • Users wear PPE • Users follow manufacturer's instructions • Users shut down equipment after use and at the end of day • CE marked • Damaged equipment marked and taken out of service by technician • Appropriate fire extinguishers located in kitchen 	<ul style="list-style-type: none"> • Maintain current controls • SOP required for use and maintenance • Implement a preventative maintenance schedule for all kitchen equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

			<ul style="list-style-type: none"> • Users do not leave items unattended on gas range • Users only use appropriate material on range • Gas detection systems in each kitchen • All staff compliant with and adhere to mandatory manual handling training • Students are instructed by School staff how to handle loads safely • Users assess the weight of a load before loading into the oven – if required reduce weight • Users ensure good visibility when loading and unloading material from the oven • Users keep carrying distances of loads to a minimum – when unloading trays • Users use oven gloves/ or a dry cloth to remove hot loads from the oven • Users maintain good housekeeping i.e. cleaning slips/ removing trip hazards 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
139 KT19	Work Equipment <ul style="list-style-type: none"> • Morice "Grill stone" double griddle unit Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Electrics Electric shock/ fire • Heat: hot surfaces / loads • Gas leak • Burns 	<ul style="list-style-type: none"> • Students are supervised by staff when working in kitchens • Students are trained by School staff on how to use equipment safely • Users carry out a visual check before use • Users report defects to line manager • Emergency stop: gas and electricity located in each kitchen • Users wear PPE • Users follow manufacturer's instructions • Users shut down equipment after use and at the end of day • Damaged equipment is marked and taken out of service by technician • Appropriate fire extinguishers located in kitchen • Users do not leave items unattended on island • Users only use appropriate material on griddle unit • Only trained staff and students are permitted to use and clean equipment 	<ul style="list-style-type: none"> • Maintain current controls • Implement a preventative maintenance schedule for all kitchen equipment • Stand Operating Procedure (SOP) required for use • Replace tapers with automatic gas lighters • No diagram indicated for 'on and off' – requires repairs 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date /Status
			Current Controls	Further Actions Required			
140 KT19	Work Equipment <ul style="list-style-type: none"> Rangemaster 400 wall mounted grill Moorwood vulcan rollergrill wall mounted grill Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Burns Fire Gas leak 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop for gas and electricity in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users use oven gloves/ dry cloth when unloading items from the grill Appropriate fire extinguisher located in the kitchen Only put appropriate material into the grill Do not leave items/ food etc. unattended in the grill Moorwood grill has information on diagram for lighting on and off, and warning signage 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment Stand Operating Procedure (SOP) required for use Replace tapers with automatic gas lighters No 'on and off' information on the rangemaster 400 – requires repairs 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
141 KT19	Work Equipment <ul style="list-style-type: none"> Foster gastrorm supra 351 HT 2 door fridge Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager User wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment HAACP – record temperature readings SOP: required for use and maintenance 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
142 KT19	Work Equipment <ul style="list-style-type: none"> Robot coupe Musso L2 ice cream machine Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop for electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users do not wear loose clothing or jewelry when operating equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
143 KT19	Work Equipment <ul style="list-style-type: none"> Electrical weighting scales x2 Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use Users report defects to line manager Users shut down equipment after use and at end of day Damaged equipment is marked and taken out of service by technician Users only put appropriate / suitable material on the scales Users follow manufacturer's instructions Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule SOP: required for use and maintenance Tape covering adaptor – take out of use remove and repair 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

Risk Assessment for the School of Culinary Arts and Food Technology, DIT, Cathal Brugha Street, Kitchen 20 (KT20)

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
144 KT20	Work Equipment <ul style="list-style-type: none"> • Prolite LD50 fat fryer • Buffalo L484 fat fryer Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Fire • Burns from oil contact with hot surfaces • Eye injuries from splashes, slips from oil spillages • Strains/ sprains from lifting and moving equipment/ basket 	<ul style="list-style-type: none"> • Fryers are used only when necessary and when it is safe to do so • Students are trained by School staff on how to use equipment safely • Only trained staff and students are permitted to use a deep fat fryer • Student are supervised when using fryers • Users follow manufacturer instructions • Users follow procedure (SOP) for the safe use and cleaning of a deep fat fryers • Users do not leave fryers unattended • Ensure electric socket and cable are in good condition and in a safe secure location – for example away from water or heat sources • Users clean spillages 	<ul style="list-style-type: none"> • Maintain current controls • Written cleaning procedure and schedule for the deep fat fryer (include daily, weekly, monthly): • Ensure fryers are located on a stable surface and securely fixed, at a safe height and with adequate space provided around equipment • Highlight with signage the location of the nearest fire extinguisher and fire blanket 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>immediately</p> <ul style="list-style-type: none"> • Users wear PPE, and use heat resistant glove and apron if required • Users report defect and hazards to line manager • Users ensure the floor area around the deep fat fryer is clean and free from any spillages • Users turn off deep fat fryer when not in use – ensure it is turned off before leaving the kitchen on break(s) and at the end class • Users never put water into or close to the deep fat fryer • Staff trained in ERT • Kitchen have a wet chemical extinguisher and fire blanket • Staff to note the location of emergency equipment: fire blanket, extinguisher, emergency call point, shut off point • Staff to inform students of the location of firefighting equipment • Maintain fryers in a fixed and safe location in each kitchen 	<ul style="list-style-type: none"> • Complete Emergency Procedure for a deep fat fryer fire • Lights indicating on and temperature are missing on the fryers - requires repair 			
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
145 KT20	Work Equipment <ul style="list-style-type: none"> Mareno 4 burner gas range (6 units) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Burns/ scalds Gas; exposure, fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Appropriate fire extinguishers located in kitchen Users do not leave items unattended on gas range Users only use appropriate material on range Gas detection systems in each kitchen 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment Bumper bar required Replace tapers with automatic gas lighters 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
146 KT20	Work Equipment <ul style="list-style-type: none"> Mareno PCEV 60 ceramic top electric range x8 Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Fire Gas leak Burns/ scalds 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out visual check before use Users report defects to line manager Emergency stop for electricity and gas is located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Appropriate fire extinguishers located in kitchen Users do not leave items unattended on gas range Users only use appropriate material on range 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment Bumper bar required A control switch is missing – requires repair 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
147 KT20	Work Equipment <ul style="list-style-type: none"> Falcon steakhouse wall mounted grill x2 Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Burns Fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop for gas and electricity in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users use oven gloves/ dry cloth when unloading items from the grill Appropriate fire extinguisher located in the kitchen Only put appropriate material into the grill Users do not leave items/ food etc. unattended in the grill 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment Stand Operating Procedure (SOP) required for use One grill is directly over a hear source (hobs underneath) – advise that the hobs are not used at the same time/ relocate grill 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
148 KT20	Work Equipment <ul style="list-style-type: none"> Hobart 6 C8-0611E Grid Combi Oven x2 (No CE mark) Rational SCC 101 10 grid combi oven Falcon Eloma "Genius T6-11" 6 grid combi oven Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons 	<ul style="list-style-type: none"> Electrics Fire Manual handling: loading and unloading the oven 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions (instructions located on the side of the oven) Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked taken out of service by technician All staff compliant with and adhere to mandatory manual handling training Students are instructed by School staff how to handle loads safety 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment and steal stands (holding equipment) 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

	<ul style="list-style-type: none"> • pregnant women • people with disabilities 		<ul style="list-style-type: none"> • Users assess the weight of a load before loading into the oven – if required reduce weight • Users ensure good visibility when loading and unloading material from the oven • Users avoid over reaching – do not lift load overhead height e.g. do not use top deck if it requires lifting overhead height or standing on tippy toes • Users keep the carrying distances of loads to a minimum – when unloading trays ensure a table/ stand is within in a safe distance to put the hot trays on • Users maintain good housekeeping i.e. cleaning slips/ removing trip hazards • Students to follow safe work practices all instructions given to them by their lecturer when working in the kitchens i.e. safe use of oven • Users use oven gloves/ or a dry cloth to remove hot loads from the oven • Only trained staff and students are permitted to use and clean equipment 				
--	--	--	---	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
149 KT20	Work Equipment <ul style="list-style-type: none"> Foster gastronorm supra 351 HT 2 door fridge Ilsa AH070002 single door freezer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: Electric shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use Users report defects to line manager Users wear PPE CE marked Users follow manufacturer's (operator) instructions Damaged equipment is marked taken out of service by technician Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use Implement a preventative maintenance schedule for all kitchen equipment: HAACP – record temperature reading 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
150 KT20	Work Equipment <ul style="list-style-type: none"> Robot coupe R302 food processor Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Contact with moving parts 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Equipment only works when guard is in correct position Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop; electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and end of day Damaged equipment is marked and taken out of service by technician Users do not wear loose clothing or jewelry when operating equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Warning signage required Emergency stop button required 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
151 KT20	Work Equipment <ul style="list-style-type: none"> • Sink areas No draining area at sinks Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • When items are washed in the sink, e.g. pots, pan etc. there is no drain to put them on resulting in waters spillages • Slip, trips and falls 	<ul style="list-style-type: none"> • Students are supervised by staff when working in kitchens • Users rinse items at each sink – trolleys are used to transport items to the draining area located to the right of the kitchen entrance • Users clean spill immediately • User erect wet floor signage when required • Users wear PPE – included safety shoes 	<ul style="list-style-type: none"> • Maintain current controls • Place non-slip mats in the area 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

Risk Assessment for the School of Culinary Arts and Food Technology, DIT, Cathal Brugha Street, Kitchen 21 (KT21)

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
152 KT21	Work Equipment <ul style="list-style-type: none"> • Ilsa AHPA0001 single door freezer CE marked • Polar U635 2 door freezer CE marked • Foster Maxima single door freezer (all freezer on a plint) Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Electrics: shock/ fire • Food stored at incorrect temperatures / food contamination 	<ul style="list-style-type: none"> • Students are supervised when working in kitchens • Students are trained by School staff on how to use equipment safely • Users carry out a visual check before use • Users report defects to line manager • User wear PPE • Equipment CE marked • Users follow manufacturer's instructions • Damaged equipment is marked and taken out of service by technician • Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> • Maintain current controls • Implement a preventative maintenance schedule for all kitchen equipment • HAACP – record temperature readings • SOP: required for use and maintenance 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
153 KT21	Work Equipment <ul style="list-style-type: none"> Ilsa 44411201 single door fridge (CE marked, on a plint) Foster gastrorm supra GS 1351 HT 2 door fridge Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager User wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment HAACP – record temperature readings SOP: required for use and maintenance 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
154 KT21	Work Equipment <ul style="list-style-type: none"> RDI pot soaking unit Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Burns/ scalds 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Staff are trained in the safe use of the RDI, students are not permitted to use the RDI Train all new users of the equipment before use Users carry out a visual check before use Users report defects to line manager User wear PPE (including gloves when handling detergent) Users follow manufacturer's instructions(operator manual) Damaged equipment is marked taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance of equipment (include how material is loaded and unloaded) Warning signage required on equipment Confirm if the equipment has a CE mark 	With current controls: M With Actions applied: L	All staff Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
155 KT21	Work Equipment <ul style="list-style-type: none"> Hobart upright hood dishwasher Not currently in use 						

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
156 KT21	Work Equipment <ul style="list-style-type: none"> Panasonic pro 2 1400 microwave oven Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Contact with hot material – when removing material from the microwave 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Users use oven gloves or dry cloth when removing material from microwave Users only put appropriate / suitable material into the microwave Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule SOP: required for use and maintenance 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
157 KT21	Work Equipment <ul style="list-style-type: none"> • Prolite LD 50 fat fryer Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Fire • Burns from oil contact with hot surfaces • Eye injuries from splashes, slips from oil spillages • Strains/ sprains from lifting and moving equipment/ basket 	<ul style="list-style-type: none"> • Fryers are used only when necessary and when it is safe to do so • Students are trained by School staff on how to use equipment safely • Only trained staff and students are permitted to use a deep fat fryer • Student are supervised when using fryers • Users follow manufacturer instructions • Users follow procedure (SOP) for the safe use and cleaning of a deep fat fryers • Users do not leave fryers unattended • Users ensure electric socket and cable are in good condition and in a safe secure location – for example away from water or heat sources • Users clean spillages immediately • Users wear PPE, and Use heat resistant glove and 	<ul style="list-style-type: none"> • Maintain current controls • Written cleaning procedure and schedule for the deep fat fryer (include daily, weekly, monthly) • Ensure fryers are located on a stable surface and securely fixed, at a safe height and with adequate space provided around equipment • Highlight with signage the location of the nearest fire extinguisher and fire blanket • Complete Emergency 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>apron if required</p> <ul style="list-style-type: none"> • Users report defects and hazards to line manager • Users ensure the floor area around the deep fat fryer is clean and free from any spillages • Users turn off deep fat fryer when not in use – ensure it is turned off before leaving the kitchen on break(s) and at the end class • Users never put water into or close to the deep fat fryer • Staff trained in ERT • Kitchen must have a wet chemical extinguisher and fire blanket • Staff to note the location of emergency equipment: fire blanket, extinguisher, emergency call point, shut off point • Staff to inform students of the location of firefighting equipment • Maintain fryers in a fixed and safe location in each kitchen 	<p>Procedure for a deep fat fryer fire</p> <ul style="list-style-type: none"> • Temperature light on fryer missing – replace 			
--	--	--	--	---	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
158 KT21	Work Equipment <ul style="list-style-type: none"> Sammic BMO TR35006 soup gun Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Noise Entanglement Electrics Contact with moving parts Unsafe storage 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut equipment down after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users to not wear loose clothing when operating equipment Users use suitable pot (large enough for the gun to fit safely) Users never over fill the pot before using soup gun 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Store soup gun in a safe and secure location – designate a storage area 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
159 KT21	Work Equipment <ul style="list-style-type: none"> Robot coupe Musso L1 ice cream machine <p>Not present in kitchen the day of risk assessment</p>						

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
160 KT21	Work Equipment <ul style="list-style-type: none"> Foster BCF 35/15 blast chiller Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: shock/ fire 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager User wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance Damaged caster – unit is unstable – requires repairs 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
161 KT21	Work Equipment <ul style="list-style-type: none"> • Morice 4 burner & 1 solid top x2 • Morice 2 burner & 1 solid top x2 Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Electrics • Fumes • Gas • Tapers – lighting/ hot wax 	<ul style="list-style-type: none"> • Students are supervised by staff when working in kitchens • All dangerous parts of equipment suitably and adequately guarded – bumper present • Students are trained by School staff on how to use equipment safely • Users carry out visual checks before use • Users report defects to line manager • Users wear PPE • Bumper in place • Users follow manufacturer's instructions • Users shut down equipment after use and at the end of day • CE marked • Damaged equipment marked is and taken out of service by technician • Appropriate fire extinguisher located in the kitchen • Users do not leave pot/ material unattended • Gas detections systems in each kitchen 	<ul style="list-style-type: none"> • Implement a preventative maintenance schedule for all kitchen equipment • SOP: required for use and maintenance • Replace tapers with automatic gas lighters 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
162 KT21	Work Equipment <ul style="list-style-type: none"> Convotharm OEB.6.10 10 grid combi oven X 4 Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Heat: hot surfaces / loads/water Manual handling: loading and unloading the oven (See manual handling risk assessment) Drain pipe exposed underneath all ovens – cause of slip/ fall 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked taken out of service by technician All staff compliant with and adhere to mandatory manual handling training Students are instructed by School staff how to handle loads safely Users assess the weight of a load before loading into the oven – if required reduce weight 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment and steel frames/ stands 1 spray nozzle missing – provide new nozzle Repair drain pipe 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

			<ul style="list-style-type: none"> • Users ensure good visibility when loading and unloading material from the oven • Users avoid over reaching – do not lift load overhead height e.g. do not use top deck if it requires lifting overhead height or standing on tippy toes • Users keep carrying distances of loads to a minimum – when unloading trays ensure a table/stand is within in a safe distance to put the hot trays on • Users maintain good housekeeping i.e. cleaning slips/ removing trip hazards • Students to follow safe work practices all instructions given to them by their lecturer when working in kitchens i.e. safe use of oven • Use oven gloves/ or a dry cloth to remove hot loads from the oven • Only trained staff and students are permitted to use and clean equipment • Clean slips from drain pipe immediately 				
--	--	--	---	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
163 KT21	Work Equipment <ul style="list-style-type: none"> Garland wall mounted grill x 2 Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Fumes/ dust Burns Gas exposure, fire, leak Grill height 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop for gas and electricity in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users use oven gloves/ dry cloth when unloading items from the grill Appropriate fire extinguisher located in the kitchen Users only put appropriate material into the grill Users do not leave items/ food etc. unattended in the grill 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment Stand Operating Procedure (SOP) required for use No 'on and off' indicated on grill – requires repair 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date /Status
			Current Controls	Further Actions Required			
164 KT21	Work Equipment <ul style="list-style-type: none"> Robot coupe R302 food processor Thermomix 31-1 food processor (not present, in stores) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Contact with moving parts 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Equipment only works when guard is in correct position Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop; gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users do not wear loose clothing or jewelry when operating equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Warning signage required Emergency stop button required Lid/ guard is open at the top of the processor – requires a lid to cover completely 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
165 KT21	Work Equipment <ul style="list-style-type: none"> Kitchen aid 5KM50 5 LT planetary mixer Kenwood major KM020 5 LT planetary mixer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire Flour dust Contact with moving parts No emergency shut off 	<ul style="list-style-type: none"> Users ensure guards are in place (equipment will only work when the guard is in place) Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely User carries out a visual check before use User report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Equipment is CE marked Damaged equipment is marked and taken out of service by technician Users follow manufacturer's instructions Only trained staff and students are permitted to use and clean equipment User do not wear loose clothing or jewelry when operating equipment Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use (include the safe use of flour in a mixer) and maintenance Implement a preventative maintenance schedule Warning signage required (e.g. entanglement) 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
166 KT21	Work Equipment <ul style="list-style-type: none"> Electrical weighting scales x1 Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use Users report defects to line manager Users shut down equipment after use and at the end of day Damaged equipment marked and taken out of service by technician Users only put appropriate/suitable material on scales Users follow manufacturer's instructions Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule SOP: required for use and maintenance Tape covering adaptor – take out of use and carry out repair 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

Risk Assessment for the School of Culinary Arts and Food Technology, DIT, Cathal Brugha Street, Kitchen 22 (KT22)

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
167 KT22	Work Equipment <ul style="list-style-type: none"> Hobart upright hood dishwasher Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Hot surface/ material Cleaning chemicals: Rinsal ato dishwash rinse additive detergent 	<ul style="list-style-type: none"> Guards – washer only works when the door is closed down Only trained staff are permitted to use the washer (General Operative) Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Students are supervised when working in kitchens by staff Users follow manufacturer's instructions Stop button located on the washer Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls SOP required for use (include handling of cleaning chemicals) and maintenance Maintain Material Safety Data Sheets (MSDS) for cleaning chemicals used in washer Implement a preventative maintenance schedule Provide gloves for GO washing and handling cleaning products Train new staff how to use the washer and maintain records 	With current controls: L With Actions applied: L	All staff and students Housekeeper/ Head of School	On going
							May 2014
							Immediate
							As required

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
168 KT22	Work Equipment <ul style="list-style-type: none"> Hobart A12ON planetary mixer Dito XBM20 Planetary mixer (No green and red buttons No emergency shut off) Electrolux Dito XBE10 AS planetary mixer x2 (x1 No green and red buttons) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire Flour dust Contact with moving parts No emergency shut off 	<ul style="list-style-type: none"> Users ensure guards are in place (equipment will only work when the guard is in place) Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely User carries out a visual check before use User report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Equipment is CE marked Damaged equipment is marked taken out of service by technician Users follow manufacturer's instructions 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use (include the safe use of flour in a mixer) and maintenance Implement a preventative maintenance schedule Warning signage required (e.g. entanglement) Emergency shut off required on mixers Repairs needed for mixers with no standard switches – 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

	<ul style="list-style-type: none"> • pregnant women • people with disabilities 		<ul style="list-style-type: none"> • Only trained staff and students are permitted to use and clean equipment • User do not wear loose clothing or jewelry when operating equipment • Emergency stop button located in each kitchen • ‘shoes’ on mixer to prevent movement 	take out of use for repairs			
--	--	--	--	-----------------------------	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
169 KT22	Work Equipment <ul style="list-style-type: none"> Moorwood Vulcan 8 burner gas range Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Fumes Gas Tapers – lighting/ hot wax 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded – bumper present Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Appropriate fire extinguisher located in the kitchen 	<ul style="list-style-type: none"> Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance Replace tapers with automatic gas lighters Bumper required 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
170 KT22	Work Equipment <ul style="list-style-type: none"> • Cely electric weighing scales (2 units) • Avery berkel weighing scale (Not present the day of risk assessment) 						

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
171 KT22	Work Equipment <ul style="list-style-type: none"> Robot coupe Blixer 4 3000 mono food processor Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Contact with moving parts 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Equipment only works when guard is in correct position Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop; gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users do not wear loose clothing or jewelry when operating equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Warning signage required Emergency stop button required 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
172 KT22	Work Equipment <ul style="list-style-type: none"> Foster gastrorm supra GS 1351HT 2 door fridge Ilsa AS050001 single door chocolate fridge Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager User wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment HAACP – record temperature readings SOP: required for use and maintenance Leg (stand) on chocolate fridge is unstable – requires repair work 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
173 KT22	Work Equipment <ul style="list-style-type: none"> Foster BC35 blast chiller Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
174 KT22	Work Equipment <ul style="list-style-type: none"> LTH single door freezer (Removed from kitchen) 						

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
175 KT22	Work Equipment <ul style="list-style-type: none"> Ott Freezer FB 6 MF 3 WK ice cream machine Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users do not wear loose clothing or jewelry when operating equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
176 KT22	Work Equipment <ul style="list-style-type: none"> Fritsch mini 520 pastry roller Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire Flour dust Contact with moving parts 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Users do not wear loose clothing or jewelry when operating equipment Signage – warning signage on rollers Only trained staff and students are permitted to use and clean equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Confirm if equipment is CE marked 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
177 KT22	Work Equipment <ul style="list-style-type: none"> Buffalo CE208 1 pot induction hob x3 (not present) Bonnet type 404A40 induction hob Bonnet type 35148A25 induction hob removed Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women 	<ul style="list-style-type: none"> Electrics Electric shock Hot surface: burns/ scalds 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Only trained staff and students are permitted to 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Confirm if equipment is CE marked 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

	people with disabilities		<p>use and clean equipment</p> <ul style="list-style-type: none"> • Users ensure induction hobs are located in a safe area before use • Users only use appropriate material on hobs • If required users use a dry cloth to remove material from the hob • Users ensure cables are not trailing and in a safe location • Hobs turn off automatically when material is removed from the hob 				
--	--------------------------	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
178 KT22	Work Equipment <ul style="list-style-type: none"> • Sammic TR-330 soup gun Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Noise • Entanglement • Electrics • Contact with moving parts • Unsafe storage 	<ul style="list-style-type: none"> • Students are supervised by staff when working in kitchens • All dangerous parts of equipment suitably and adequately guarded • Students are trained by School staff on how to use equipment safely • Users carry out visual checks before use • Users report defects to line manager • Emergency stop: gas and electricity located in each kitchen • Wear PPE • Users follow manufacturer's instructions • Users shut equipment down after use and at the end of day • CE marked • Damaged equipment is marked and taken out of service by technician • Users do not wear loose clothing when operating equipment • Users use suitable pot (large enough for the gun to fit safely) • Users never over fill the pot before using soup gun 	<ul style="list-style-type: none"> • Maintain current controls • SOP required for use and maintenance • Implement a preventative maintenance schedule on equipment • Store soup gun in a safe and secure location – designate a storage area 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
179 KT22	Work Equipment <ul style="list-style-type: none"> Sugar lamp x2 Parry C2W sugar lamp Matfer lamp a sucre sugar lamp x3 Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Heat/ burns 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Users wear PPE Users avoid contact with the light bulb when in use Users place lamps in a safe location when in use – avoid trailing cables Users follow manufacturer's instructions Users shut equipment down after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated/ Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
180 KT22	Work Equipment <ul style="list-style-type: none"> Panasonic "gourmet" NE-1330 microwave oven Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Contact with hot material – when removing material from the microwave 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Users use oven gloves or dry cloth when removing material from microwave Users only put appropriate / suitable material into the microwave Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule SOP: required for use and maintenance 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
181 KT22	Work Equipment <ul style="list-style-type: none"> Kitchen 5KPM50 planetary mixer x3 Kenwood KM005 planetary mixer (3 units) (No CE mark) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire Flour dust Contact with moving parts No emergency shut off 	<ul style="list-style-type: none"> Users ensure guards are in place (equipment will only work when the guard is in place) Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely User carries out a visual check before use User report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Equipment is CE marked Damaged equipment is marked and taken out of service by technician Users follow manufacturer's instructions Only trained staff and 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use (include the safe use of flour in a mixer) and maintenance Implement a preventative maintenance schedule (PAT) Warning signage required (e.g. entanglement) No guard on the kenwood mixer – take out of use until guard is provided 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>students are permitted to use and clean equipment</p> <ul style="list-style-type: none"> • User do not wear loose clothing or jewelry when operating equipment • Safety instruction notice on the mixer (includes before and after use) • Emergency stop button located in each kitchen 				
--	--	--	---	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
182 KT22	Work Equipment <ul style="list-style-type: none"> Matfer gonesse 010 water bath / kettle x3 Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Burns/ scalds 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely All dangerous parts of equipment suitably and adequately guarded Users carry out visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Temperature control on the bath Users ensure the bath is in a safe location when in use 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment Warning signage – hot surface/ caution Ensure the bath is used in a safe and secure location 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
183 KT22	Work Equipment <ul style="list-style-type: none"> Keychoc ch04 chocolate kettle x2 Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Burns 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out visual check before use Users report defects to line manager Emergency stop: electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users ensure equipment is in a safe location when in use 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment Warning signage – hot surface/ caution 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
184 KT22	Work Equipment <ul style="list-style-type: none"> • Sveba US-22 1H-1L 2-deck pizza oven removed • Tom Chandley 3 deck 2 tray compacta bakers oven x2 Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant 	<ul style="list-style-type: none"> • Electrics • Fire • Manual handling: loading and unloading the oven 	<ul style="list-style-type: none"> • Students are supervised by staff when working in kitchens • Students are trained by School staff on how to use equipment safely • Users carry out visual checks before use • Users report defects to line manager • Users wear PPE • Users follow manufacturer's instructions (instructions located on the side of the oven) • Users shut down equipment after use and at the end of day • CE marked • Damaged equipment is marked and taken out of service by technician • All staff compliant with and adhere to mandatory manual handling training • Students are instructed by School staff how to handle loads safely 	<ul style="list-style-type: none"> • Maintain current controls • SOP required for use and maintenance • Implement a preventative maintenance schedule on equipment and stand (holding equipment) 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

	<p>women</p> <ul style="list-style-type: none"> • people with disabilities 		<ul style="list-style-type: none"> • Users assess the weight of a load before loading into the oven – if required reduce weight • Users ensure good visibility when loading and unloading material from the oven • Users avoid over reaching – do not lift load overhead height e.g. do not use top deck if it requires lifting overhead height or standing on tippy toes • Users keep the carrying distances of loads to a minimum – when unloading trays ensure a table/stand is within in a safe distance to put the hot trays on • Users maintain good housekeeping i.e. cleaning slips/ removing trip hazards • Students to follow safe work practices and all instructions given to them by their lecturer when working in the kitchens i.e. safe use of oven • Users use oven gloves/ or a dry cloth to remove hot loads from the oven • Only trained staff and students are permitted to use and clean equipment 				
--	---	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
185 KT22	Work Equipment <ul style="list-style-type: none"> • Mono "pizzaiola" spiral mixer Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Entanglement • Electrics Electric shock/ fire • Flour dust • Contact with moving parts • No emergency shut off • No green and red buttons for on and off 	<ul style="list-style-type: none"> • Users ensure guards are in place (equipment will only work when the guard is in place) • Students are supervised by staff when working in kitchens • Students are trained by School staff on how to use equipment safely • User carries out a visual check before use • User report defects to line manager • Users wear PPE • Users shut down equipment after use and at the end of day • Equipment is CE marked • Damaged equipment is marked and taken out of service by technician • Users follow manufacturer's instructions • Only trained staff and students are permitted to 	<ul style="list-style-type: none"> • Maintain current controls • Stand Operating Procedure (SOP) required for use (include the safe use of flour in a mixer) and maintenance • Implement a preventative maintenance schedule • Warning signage required (e.g. entanglement) • Mixer requires green red buttons and an emergency switch off – take out of use until repaired 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>use and clean equipment</p> <ul style="list-style-type: none"> • User do not wear loose clothing or jewelry when operating equipment • Safety instruction notice on the mixer (includes before and after use) • Emergency stop button located in each kitchen 				
--	--	--	---	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
186 KT22	Work Equipment <ul style="list-style-type: none"> Robot coupe Musso mod L2 ice cream machine x2 Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out visual check before use Users report defects to line manager Emergency stop: electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users ensure equipment is in a safe location when in use 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment Lid required for one machine No green and red switches on equipment – require repair 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
187 KT22	Work Equipment <ul style="list-style-type: none"> • Mono proving press (No CE mark) Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Electrics: shock/ fire <p>No plug currently on the proving press – out of use</p>	<ul style="list-style-type: none"> • Students are supervised when working in kitchens • Students are trained by School staff on how to use equipment safely • Users carry out a visual check before use • Users report defects to line manager • User wear PPE • Users follow manufacturer's instructions • Damaged equipment is marked taken out of service by technician • Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> • Maintain current controls • Implement a preventative maintenance schedule for all kitchen equipment • SOP: required for use and maintenance 	<p>With current controls: L</p> <p>With Actions applied: L</p>	<p>All staff and students</p> <p>Head of School</p>	<p>On going</p> <p>May 2014</p>

Risk Assessment for the School of Culinary Arts and Food Technology, DIT, Cathal Brugha Street, Larder

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
188 Larder	Work Equipment <ul style="list-style-type: none"> Foster gastronom supra 2 door fridge("2 units") Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: Electric shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Staff are trained in the safe use of equipment Users carry out a visual check before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Students are not permitted to work in the larder 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use Implement a preventative maintenance schedule for all kitchen equipment: HAACP – record temperature reading Confirm if equipment is CE marked 	With current controls: With Actions applied: L	All staff Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
189 Larder	Work Equipment <ul style="list-style-type: none"> Butcher boy B14 band saw (Meat is stored in the larder and distributed to kitchen classes as required) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Cuts Laceration Entanglement 	<ul style="list-style-type: none"> CE Marked Any staff operating the bandsaw must be trained in doing so Only one staff member is trained in the use of the bandsaw Operator to check for damaged electrical cords before use User wears PPE – Safety shoes and uniform User follows manufactures instructions User turns off equipment when not in use User Report defects to line manager Maintenance work completed by competent person User ensure hair, loose clothing, rags etc. are 	<ul style="list-style-type: none"> Maintain current controls Complete an SOP for the safe use of the bandsaw Maintain training records for staff members/ operator Complete an SOP for the cleaning of the bandsaw 	With current controls: M With Actions applied: L	Head of School, One trained staff member/ Operators the bandsaw (Larder Chef) (Only this individual is authorised to use the bandsaw) If the Larder Chef is absent the Bandsaw is not to be used Head of School and Larder Chef	On going May 2014

			<p>kept clear of moving parts when in use</p> <ul style="list-style-type: none"> • User makes sure hands and body parts are kept clear of moving saw blade during operation and maintenance • Students are not permitted to work in the larder • Staff are trained in the safe use of equipment • Emergency shut off located at entrance to larder kitchen 	<ul style="list-style-type: none"> • Implement a preventative maintenance schedule for all kitchen equipment • Ensure appropriate guarding is installed and in good working order: 			
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
190 Larder	Work Equipment <ul style="list-style-type: none"> Egar vac "maxi" vacuum packer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Crushing Electrics Contact with moving parts 	<ul style="list-style-type: none"> Students are not permitted to work in the larder Staff are trained in the safe use of equipment Users carry out a visual check before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician All dangerous parts of equipment suitably and adequately guarded Shut down after use and end of day 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use Implement a preventative maintenance schedule for all kitchen equipment Confirm if equipment is CE marked 	With current controls: L With Actions applied: L	All staff Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
191 Larder	Work Equipment <ul style="list-style-type: none"> Simag SPR80 ice machine Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics 	<ul style="list-style-type: none"> Students are not permitted to work in the larder Users carry out a visual check before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service Only trained staff are permitted to use and clean equipment Staff are trained in the safe use of equipment Emergency shut off located at entrance to larder kitchen 	<ul style="list-style-type: none"> Maintain current controls SOP: required for use and maintenance Implement a preventative maintenance schedule for all kitchen equipment 	With current controls: L With Actions applied: L	All staff Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
192 Larder	Work Equipment <ul style="list-style-type: none"> Foster single door "fish fridge" Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: Electric shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Staff are trained in the safe use of equipment Users carry out a visual check before use Users report defects to line manager Users wear Personal Protective Equipment (PPE) Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Students are not permitted to work in the larder 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use Implement a preventative maintenance schedule for all kitchen equipment: HAACP – record temperature reading Confirm if equipment is CE marked 	With current controls: M With Actions applied: L	All staff Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
193 Larder	Work Equipment <ul style="list-style-type: none"> Foster 4 X 4 panel walk in cold room Foster 4 X 4 panel walk in freezer room Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: Electric shock/ fire Exposure to low temperature Getting trapped Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Staff are trained in the safe use of equipment Users carry out a visual check before use Users report defects to line manager Users wear Personal Protective Equipment (PPE) – gloves when handling cold material from the freezer/ cold room Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Students are not permitted to work in the larder Freezer and cold room doors can be opened from the inside 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use Implement a preventative maintenance schedule for all kitchen equipment: HAACP – record temperature reading Confirm if equipment is CE marked 	With current controls: M With Actions applied: L	All staff Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
194 Larder	Work Equipment <ul style="list-style-type: none"> La minerva C/E22RQ refrigerated mincer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Cuts/ lacerations 	<ul style="list-style-type: none"> Students are not permitted to work in the larder Staff are trained in the safe use of equipment Users carry out a visual check before use Users report defects to line manager Users wear Personal Protective Equipment (PPE) Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician All dangerous parts of equipment suitably and adequately guarded Shut down after use and end of day 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use Implement a preventative maintenance schedule for all kitchen equipment Confirm if equipment is CE marked 	With current controls: L With Actions applied: L	All staff Head of School	On going May 2014

Risk Assessment for the School of Culinary Arts and Food Technology, DIT, Cathal Brugha Street, Old Pastry Kitchen (OPK)

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
195 OPK	Work Equipment <ul style="list-style-type: none"> Turri spiral mixer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire Flour dust Contact with moving parts 	<ul style="list-style-type: none"> Users ensure guards are in place (equipment will only work when the guard is in place) Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely User carries out a visual check before use User report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Equipment is CE marked Damaged equipment is marked and taken out of service by technician Users follow manufacturer's instructions 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use (include the safe use of flour in a mixer) and maintenance Implement a preventative maintenance schedule Warning signage required (e.g. entanglement) 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

			<ul style="list-style-type: none"> • Only trained staff and students are permitted to use and clean equipment • User do not wear loose clothing or jewelry when operating equipment • Safety instruction notice on the mixer (includes before and after use) • Emergency stop button located in each kitchen 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
196 OPK	Work Equipment <ul style="list-style-type: none"> Foster "gastronom supra" GS 1351 HT 2 door fridge Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager User wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment HAACP – record temperature readings SOP: required for use and maintenance 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
197 OPK	Work Equipment <ul style="list-style-type: none"> Zanussi ALF1103 1 door freezer Foster BCF 35/15 blast chiller / freezer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: shock/ fire Low temperatures Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP required for use and maintenance of equipment HAACP – record temperature readings 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
198 OPK	Work Equipment <ul style="list-style-type: none"> Panasonic 1200 ne 1247 microwave oven Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Contact with hot material – when removing material from the microwave 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at end of day Damaged equipment is marked and taken out of service by technician Users use oven gloves or dry cloth when removing material from microwave Users only put appropriate / suitable material into the microwave Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule SOP: required for use and maintenance 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
199 OPK	Work Equipment <ul style="list-style-type: none"> Moorwood vulcan 8 ring gas cooker / range (Oven section not in use. No visible CE mark) Morice 4 ring gas cooker / range (CE marked) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Fire Gas leak Burns/ scalds Over crowding around the range 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely All dangerous parts of equipment suitably and adequately guarded Users carry out a visual check before use Users report defects to line manager Emergency stop: gas and electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at end of day Damaged equipment is marked and taken out of service by technician Appropriate fire extinguisher located in the kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment Stand Operating Procedure (SOP) required for use Replace tappers with automatic gas lighters Bumper required on ranges 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

			<ul style="list-style-type: none"> • Users only put appropriate material on the range • Induction hobs are available to avoid crowding around the range • Staff restrict the number of students using the range at anyone time to prevent overcrowding 				
--	--	--	---	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
200 OPK	Work Equipment <ul style="list-style-type: none"> Buffalo CE208 single pot induction hob "(X 6)" Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock Hot surface: burns/ scalds 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop; electricity located in each kitchen Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and end of day CE marked Damaged equipment is marked and taken out of service by technician Only trained staff and students are permitted to use and clean equipment Users ensure induction hobs are located in a safe area 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment One hob is missing a switch – requires repair 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>before use</p> <ul style="list-style-type: none"> • Users only use appropriate material on hobs • If required users use a dry cloth to remove material from the hob • Users ensure cables are not trailing and in a safe location • Hobs turn off automatically when material is removed from the hob 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
201 OPK	Work Equipment <ul style="list-style-type: none"> Tom Chandley 4 deck 4 tray bakers oven Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Fire Manual handling: loading and unloading the oven 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions (instructions located on the side of the oven) Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician All staff compliant with and adhere to mandatory manual handling training Students are instructed by School staff how to handle loads safety 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Location of oven reduces movement space in kitchen and next to range – reassess location and accessibility 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

			<ul style="list-style-type: none"> • Users assess the weight of a load before loading into the oven – if required reduce weight • Users ensure good visibility when loading and unloading material from the oven • Users avoid over reaching – do not lift load overhead height e.g. do not use top deck if it requires lifting overhead height or standing on tippy toes • Users keep the carrying distances of loads to a minimum – when unloading trays ensure a table/ stand is within in a safe distance to put the hot trays on • Users maintain good housekeeping i.e. cleaning slips/ removing trip hazards • Students to follow safe work practices and all instructions given to them by their lecturer when working in the kitchens i.e. safe use of oven • Users use oven gloves/ or a dry cloth to remove hot loads from the oven • Only trained staff and students are permitted to use and clean equipment 				
--	--	--	---	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
202 OPK	Work Equipment <ul style="list-style-type: none"> Prince of burren 2 door proving press Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: shock/ fire Manual handling 	<ul style="list-style-type: none"> Students are supervised when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager User wear PPE Equipment is CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each kitchen 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all kitchen equipment SOP: required for use and maintenance 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
203 OPK	Work Equipment <ul style="list-style-type: none"> HSIAO LIN "food machine" BM10AT 10 lt planetary mixer Kenwood 5lt planetary mixer ("3" units) HSIAO LIN "food machine" 20 lt 11012AT planetary mixer Crypto peerless EM20 20 lt planetary mixer Who is harmed: <ul style="list-style-type: none"> Staff members Students 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire <ul style="list-style-type: none"> Flour dust Contact with moving parts No emergency shut off 	<ul style="list-style-type: none"> Users ensure guards are in place (equipment will only work when the guard is in place) Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely User carries out a visual check before use User report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Equipment is CE marked Damaged equipment is marked and taken out of service by technician Users follow manufacturer's instructions Only trained staff and students are permitted to 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use (include the safe use of flour in a mixer) and maintenance Implement a preventative maintenance schedule (PAT) for mixers and steal stands Warning signage required (e.g. entanglement) Emergency shut off required on planetary mixers x3 Repairs needed for mixers with no 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

	<ul style="list-style-type: none"> • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 		<ul style="list-style-type: none"> • use and clean equipment • User do not wear loose clothing or jewelry when operating equipment • Emergency stop button located in each kitchen • ‘shoes’ on mixer to prevent movement 	standard switches – take out of use for repairs			
--	--	--	---	---	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Further Actions Required			
204 OPK	Work Equipment <ul style="list-style-type: none"> Matfer sugar lamps Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Heat/ burns 	<ul style="list-style-type: none"> Students are supervised by staff when working in kitchens Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Users wear PPE Users avoid contact with the light bulb when in use Users place lamps in a safe location when in use – avoid trailing cables Users follow manufacturer's instructions Users shut equipment down after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

Risk Assessment for the School of Culinary Arts and Food Technology, DIT, Cathal Brugha Street, Bakery 1 (BK1)

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
205 BK1	Work Equipment <ul style="list-style-type: none"> • Polar G622 3 door undercounter fridge, • Ilsa TRMP 3PC/A 3 door undercounter fridge (2 units) Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Electrics: shock/ fire • Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> • Students are supervised when working in bakeries • Students are trained by School staff on how to use equipment safely • Users carry out a visual check before use • Users report defects to line manager • User wear PPE • Equipment CE marked • Users follow manufacturer's instructions • Damaged equipment is marked and taken out of service by technician • Emergency stop button located in each bakery 	<ul style="list-style-type: none"> • Maintain current controls • Implement a preventative maintenance schedule for all bakery equipment • HAACP – record temperature readings • SOP: required for use and maintenance 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
206 BK1	Work Equipment <ul style="list-style-type: none"> Small electrical weighing scales (15 units) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: Electric shock/ fire Exposure to excess flour dust 	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions Emergency stop button located in each bakery 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all bakery equipment Signage – see Health Services Executive Health Safety posters (OHO forwarded to the School '12) 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date/ Status
			Current Controls	Actions Required			
207 BK1	Work Equipment <ul style="list-style-type: none"> Jeros 8115 pot washer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Contact with moving parts and chemicals Hot surface/ equipment Cleaning chemicals: Name: <ul style="list-style-type: none"> ➤ Adamatic 5 lt HW Hardwater Automatic Detergent ➤ Chemex 5lt Ultra Rinse dish and glass rinse aid ➤ Calgonite Washing up liquid 	<ul style="list-style-type: none"> Guards – washer only works when the door is closed down Only trained staff are permitted to use the washer (General Operative) Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Students are supervised when working in bakeries by staff Users follow manufacturer's instructions Stop button located on washer Emergency stop button located in bakery 1 	<ul style="list-style-type: none"> Maintain current controls SOP required for use (include handling of cleaning chemicals) and maintenance Maintain Material Safety Data Sheets (MSDS) for cleaning chemicals used in washer Implement a preventative maintenance schedule Provide gloves for GO washing and handling cleaning products Train new staff how to use the washer and maintain records Confirm equipment is CE marked 	With current controls: L With Actions applied: L	All staff Head of School/ housekeeper	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
208 BK1	Work Equipment <ul style="list-style-type: none"> Tom Chley 2 deck 2 tray bakers oven Sveba Dahlin DC-44 4 deck / 4 tray bakers oven Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Heat: hot surfaces/ loads Manual handling: loading and unloading the oven (See manual handling risk assessment)	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician All staff compliant with and adhere to mandatory manual handling training Students are instructed by School staff how to handle loads safety Users assess the weight of a load 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>before loading into the oven – if required reduce weight</p> <ul style="list-style-type: none"> • Users ensure good visibility when loading and unloading material from the oven • Users avoid over reaching – do not lift load overhead height e.g. do not use top deck if it requires lifting overhead height or standing on tippy toes • Users keep carrying distances of loads to a minimum – when unloading trays ensure a table/ stand is within in a safe distance to put the hot trays on • Users maintain good housekeeping i.e. cleaning slips/ removing trip hazards • Students to follow safe work practices all instructions given to them by their lecturer when working in bakery's i.e. safe use of oven • Use oven gloves/ or a dry cloth to remove hot loads from the oven • Only trained staff and students are permitted to use and clean equipment 				
--	--	--	---	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
209 BK1	Work Equipment <ul style="list-style-type: none"> Scobie Mc Intosh SP4 mobile hot plate Ennis mobile hot plate <p>Who is harmed:</p> <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Contact with hot surface/ burns 	<ul style="list-style-type: none"> Guards – each hot plate has a cover. Closed down when not in use Students are supervised by staff when working in bakeries Student trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down after use and at the end of day Users ensure hot plates are located in a safe area when in use Damaged equipment is marked and taken out of service by technician Users wear oven gloves or dry cloths when moving or removing material of the hot plate Only trained staff and students are permitted to use and clean equipment When in use the hot plate is locate in a safe area of the baker Users follow manufacturer's instructions 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule SOP: required for use and maintenance Signage for hot plate – Hot Surface 	<p>With current controls: L</p> <p>With Actions applied: L</p>	<p>All staff and students</p> <p>Head of School</p>	<p>On going</p> <p>May 2014</p>

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
210 BK1	Work Equipment <ul style="list-style-type: none"> Hobart H600 planetary mixer (on a mobile unit) Hobart A120N planetary mixer (2 units) Bear AR005 5 LT planetary mixers (18 units) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire Flour dust Contact with moving parts 	<ul style="list-style-type: none"> Users ensure guards are in place (equipment will only work when the guard is in place) Students are supervised by staff when working in bakeries Students are trained by School staff on how to use equipment safely User carries out a visual check before use User report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Users follow manufacturer's instructions Only trained staff and students are permitted to use and clean 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use (include the safe use of flour in a mixer) and maintenance Implement a preventative maintenance schedule (PAT) Warning signage required (e.g. entanglement) Wires exposed on 2,4,16,10,1,9 and 15 – take out of use and repair Confirm 	With current controls: H With Actions applied: L	All staff and students Head of School	On going
							May 2014 Immediate

	groups <ul style="list-style-type: none"> • young persons • pregnant women • people with disabilities 		equipment <ul style="list-style-type: none"> • User do not wear loose clothing or jewelry when operating equipment • Safety instruction notice on the mixer (includes before and after use) Hobart H600 <ul style="list-style-type: none"> • Emergency shut off button located in each bakery • Bear mixers located on shelves under each table – user ensure good manual handling when lifting mixers 	equipment is CE marked			
--	--	--	--	------------------------	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
211 BK1	Work Equipment <ul style="list-style-type: none"> Minipack prima basic food wrapping machine Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire Heat seal: burn Manual handling 	<ul style="list-style-type: none"> Student trained by School staff how to use equipment Students are supervised when working in bakeries Users carry out a visual check before use Users report defects to line manager Users wear PPE Equipment is two hand operation with a magnetic seal Users implement team lifting when loading plastic ream onto equipment Users shut down after use and at the end of day CE mark Damaged equipment is marked and taken out of service by technician Only trained staff and students are permitted to use and clean equipment Follow manufacturer's instructions 	<ul style="list-style-type: none"> Maintain current controls Standard Operating Procedure (SOP) required for use Implement a preventative maintenance schedule for all bakery equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
212 BK1	Work Equipment <ul style="list-style-type: none"> Panasonic NE-1856 BP microwave oven (2 units) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Contact with hot material – when removing material from the microwave 	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at end of day Damaged equipment is marked and taken out of service by technician Users use oven gloves or dry cloth when removing material from microwave Users only put appropriate / suitable material into the microwave Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule SOP: required for use and maintenance No instruction on control panel for temperature and time – requires repair 	With current controls: L	All staff and students	On going
					With Actions applied: L	Head of School	May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
213 BK1	Work Equipment <ul style="list-style-type: none"> Telme CRM mod 3012 cream machine Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire 	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop electricity located in each bakeries Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Users do not wear loose clothing or jewelry when operating equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
214 BK1	Work Equipment <ul style="list-style-type: none"> • Ilsa AEFL0002 single door prover / retarder Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Electrics Electric shock/ fire • Manual handling 	<ul style="list-style-type: none"> • Students are supervised by staff when working in bakeries • Users carry out a visual check before use • Users report defects to line manager • Users wear PPE • Users follow manufacturer's instructions • Users shut down equipment after use and at the end of day • CE mark • Damaged equipment is marked and taken out of service by technician • Only trained staff and students are permitted to use and clean equipment • Users wear gloves or use a dry cloth when loading and unloading trays • Staff attend mandatory Manual handling training 	<ul style="list-style-type: none"> • Maintain current controls • SOP required for use and maintenance • Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
215 BK1	Work Equipment <ul style="list-style-type: none"> Sinmag SM-5205 pastry roller (3 units) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire Flour dust Contact with moving parts 	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop electricity located in each bakery Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and end of day Damaged equipment is marked and taken out of service by technician Users do not wear loose 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 1 roller with tape wrapped around the electrical lead – competent person to repair Confirm equipment is CE marked 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>clothing or jewelry when operating equipment</p> <ul style="list-style-type: none"> • Signage – warning signage on rollers • Only trained staff and students are permitted to use and clean equipment 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
216 BK1	Work Equipment <ul style="list-style-type: none"> Selmi "color" chocolate machine Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Contact with moving parts 	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries Users carry out a visual check before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE mark Damaged equipment is marked and taken out of service by technician Only trained staff and students are permitted to use and clean equipment Guards in place 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
217 BK1	Work Equipment <ul style="list-style-type: none"> Buffalo CE208 single pot induction hobs (12 units) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock Hot surface: burns/ scalds 	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop electricity located in each bakery Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Only trained staff and students are permitted to use and clean equipment Users ensure induction hobs are located in a safe area 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>before use</p> <ul style="list-style-type: none"> • Users only use appropriate material on hobs • If required users use a dry cloth to remove material from the hob • Users ensure cables are not trailing and in a safe location • Hobs turn off automatically when material is removed from the hob 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
218 BK1	Work Equipment <ul style="list-style-type: none"> Keychoc CH04 chocolate kettle (3 units) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disability 	<ul style="list-style-type: none"> Electrics Electric shock Hot surface: burns/ scalds 	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop electricity located in each bakery Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician Only trained staff and students are permitted to use and clean equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date /Status
			Current Controls	Actions Required			
219 BK 2	Work Equipment <ul style="list-style-type: none"> Sottoriva FRO/1 bread roller Sinmag SM-5205 pastry roller (2 units) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire Flour dust Contact with moving parts 	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries All dangerous parts of equipment suitably and adequately guarded Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop electricity located in each bakery Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Users do not wear loose clothing or jewelry when operating equipment Signage – warning signage on rollers Only trained staff and students are permitted to use and clean equipment 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment Fault with electric plug socket(s) – when the pastry roller is turned on it may run in the opposite direction depending on the electric socket it is plugged into. Competent person to assess Confirm if equipment is CE marked 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014 Immediate May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
220 BK 2	Work Equipment <ul style="list-style-type: none"> Ilsa TRMP 3PC/A 3 door undercounter fridge (1 currently not in use) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: shock/ fire Food stored at incorrect temperatures/ food contamination 	<ul style="list-style-type: none"> Students are supervised when working in bakeries Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Equipment CE marked Users follow manufacturer's instructions Damaged equipment is marked and taken out of service by technician Emergency stop button located in each bakery 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all bakery equipment HAACP – record temperature readings SOP: required for use and maintenance 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
221 BK 2	Work Equipment <ul style="list-style-type: none"> Buffalo CE208 single pot induction hobs (3 units) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock Hot surface: burns/ scalds 	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries Students are trained by School staff on how to use equipment safely Users carry out visual checks before use Users report defects to line manager Emergency stop electricity located in each bakery Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and end of day CE marked Damaged equipment is marked and taken out of service by technician Only trained staff and students are permitted to use and clean equipment Users ensure induction 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>hobs are located in a safe area before use</p> <ul style="list-style-type: none"> • Users only use appropriate material on hobs • If required users use a dry cloth to remove material from the hob • Users ensure cables are not trailing and in a safe location • Hobs turn off automatically when material is removed from the hob 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
222 BK 2	Deep Fat Fryers <ul style="list-style-type: none"> • Prolite LD 50 fat fryer (2 units) Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Fire • Burns from oil contact with hot surfaces • Eye injuries from splashes, slips from oil spillages • Strains/ sprains from lifting and moving equipment/ basket 	<ul style="list-style-type: none"> • Fryers are used only when necessary and when it is safe to do so • Students are trained by School staff on how to use equipment safely • Only trained staff and students are permitted to use a deep fat fryer • Student are supervised when using fryers • Users follow manufacturer instructions • Users follow procedure (SOP) for the safe use and cleaning of a deep fat fryers • Users do not leave fryers unattended • Ensure electric socket and cable are in good condition and in a safe secure location – for example away from water or heat sources • Users clean spillages immediately • Users wear PPE: chef 	<ul style="list-style-type: none"> • Maintain current controls • Written cleaning procedure and schedule required for the deep fat fryer (include daily, weekly, monthly): • Ensure fryers are located on a stable surface and securely fixed, at a safe height and with adequate space provided around equipment • Highlight with signage the location of the nearest fire extinguisher and fire blanket • Complete 	With current controls: M With Actions applied: L	All staff and students Head of School	On going May 2014

			<p>uniform and safety shoes. Use heat resistant glove and apron if required</p> <ul style="list-style-type: none"> • Users report defect and hazards to line manager • Users ensure the floor area around the deep fat fryer is clean and free from any spillages • Users turn off deep fat fryer when not in use – ensure it is turned off before leaving the bakery on break(s) and at the end class • Users never put water into or close to the deep fat fryer • Staff trained in ERT • Staff to note the location of emergency equipment: fire blanket, extinguisher, emergency call point, shut off point • Staff to inform students of the location of firefighting equipment 	<p>Emergency Procedure for a deep fat fryer fire</p> <ul style="list-style-type: none"> • Closest extinguisher to the fryer is a carbon dioxide – replace with wet chemical extinguisher • Wall mount the fire blanket in a safe and accessible location • Identify a safe location in the bakery to use a fryer • Ensure a wet chemical extinguisher and fire blanket is located in the bakery 			<p>Immediate</p> <p>Immediate</p> <p>Immediate/ before use</p> <p>Immediate/ before use</p>
--	--	--	---	---	--	--	---

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
223 BK 2	Work Equipment <ul style="list-style-type: none"> Sinmag KM-15 spiral mixer (9 units) Mixer" AMS/S spiral mixer (Not in use - no plug on machine), Large nameless spiral mixer (SRL) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire <ul style="list-style-type: none"> Flour dust Contact with moving parts No emergency shut off 	<ul style="list-style-type: none"> Users ensure guards are in place (equipment will only work when the guard is in place) Students are supervised by staff when working in bakeries Students are trained by School staff on how to use equipment safely User carries out a visual check before use User report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Equipment is CE marked Damaged equipment is marked and taken out of service by technician Users follow manufacturer's instructions Only trained staff and students are permitted to 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use (include the safe use of flour in a mixer) and maintenance Implement a preventative maintenance schedule (PAT) Warning signage required (e.g. entanglement) Sinmag spiral mixers x3 and AMS spiral mixer - no emergency switch off (currently out of use) waiting repairs 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

	<ul style="list-style-type: none"> • young persons • pregnant women • people with disabilities 		<p>use and clean equipment</p> <ul style="list-style-type: none"> • User do not wear loose clothing or jewelry when operating equipment • Safety instruction notice on the mixer (includes before and after use) • Emergency stop button located in each bakery 				
--	---	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
224 BK 2	Work Equipment <ul style="list-style-type: none"> 16 small electric scales Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics: Electric shock/ fire Exposure to excess flour dust 	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Users shut down equipment after use and at the end of day Damaged equipment is marked and taken out of service by technician Only trained staff and students are permitted to use and clean equipment Users follow manufacturer's instructions Emergency stop button located in each bakery 	<ul style="list-style-type: none"> Maintain current controls Implement a preventative maintenance schedule for all bakery equipment Signage – see Health Services Executive Health Safety posters (OHO forwarded to the School '12) 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated /Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
225 BK 2	Work Equipment <ul style="list-style-type: none"> • beaumark "domestic" BM44 microwave oven Who is harmed: <ul style="list-style-type: none"> • Staff members • Students • Visitors • Contractors/ Service providers • Sensitive risk groups • young persons • pregnant women • people with disabilities 	<ul style="list-style-type: none"> • Electrics Electric shock/ fire • Contact with hot material – when removing material from the microwave 	<ul style="list-style-type: none"> • Students are supervised by staff when working in bakeries • Users carry out a visual check before use • Users report defects to line manager • Users wear PPE • Users shut down equipment after use and at end of day • Damaged equipment is marked and taken out of service by technician • Users use oven gloves or dry cloth when removing material from microwave • Users only put appropriate / suitable material into the microwave • Only trained staff and students are permitted to use and clean equipment • Users follow manufacturer's instructions • Students are trained by School staff on how to use equipment safely 	<ul style="list-style-type: none"> • Maintain current controls • Implement a preventative maintenance schedule • SOP: required for use and maintenance 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
226 BK 2	Work Equipment <ul style="list-style-type: none"> Hobart A120 N 12 LT planetary mixer Hobart A200 planetary mixer Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Entanglement Electrics Electric shock/ fire <ul style="list-style-type: none"> Flour dust Contact with moving parts 	<ul style="list-style-type: none"> Users ensure guards are in place (equipment will only work when the guard is in place) Students are supervised by staff when working in bakeries Students are trained by School staff on how to use equipment safely User carries out a visual check before use User report defects to line manager Users wear Personal Protective Equipment (PPE) Users shut down equipment after use and at the end of day Equipment is CE marked Damaged equipment is marked and taken out of service by technician Users follow manufacturer's instructions 	<ul style="list-style-type: none"> Maintain current controls Stand Operating Procedure (SOP) required for use (include the safe use of flour in a mixer) and maintenance Implement a preventative maintenance schedule Warning signage required (e.g. entanglement) 	With current controls: H With Actions applied: L	All staff and students Head of School	On going May 2014

			<ul style="list-style-type: none">• Only trained staff and students are permitted to use and clean equipment• User do not wear loose clothing or jewelry when operating equipment• Safety instruction notice on the mixer (includes before and after use)• Emergency stop button located in each bakery				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
227 BK 2	Work Equipment <ul style="list-style-type: none"> Kromo K3025 plus 380-400 pot washer (Currently out of use) 						

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
228 BK 2	Work Equipment <ul style="list-style-type: none"> Sveba Dahlin DC-44 4 deck 4 tray bakers oven Tom Chandley compacta M 4 deck 4 tray bakers oven Sveba Dahlin 10 rack oven (currently out of use – trays don't fit) Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Heat: hot surfaces/ loads Manual handling: loading and unloading the oven (See manual handling risk assessment)	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries Students are trained by School staff on how to use equipment safely Users carry out a visual check before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE marked Damaged equipment is marked and taken out of service by technician All staff compliant with and adhere to mandatory manual handling training Students are instructed by School staff how to handle loads safely Users assess the weight of a 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

	<ul style="list-style-type: none"> • Sensitive risk groups • young persons • pregnant women • people with disabilities 		<p>load before loading into the oven – if required reduce weight</p> <ul style="list-style-type: none"> • Users ensure good visibility when loading and unloading material from the oven • Users avoid over reaching – do not lift load overhead height e.g. do not use top deck if it requires lifting overhead height or standing on tippy toes • Users keep carrying distances of loads to a minimum – when unloading trays ensure a table/ stand is within in a safe distance to put the hot trays on • Users maintain good housekeeping i.e. cleaning slips/ removing trip hazards • Students to follow safe work practices and all instructions given to them by their lecturer when working in bakery i.e. safe use of oven • Use oven gloves/ or a dry cloth to remove hot loads from the oven • Only trained staff and students are permitted to use and clean equipment 				
--	--	--	--	--	--	--	--

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
229 BK 2	Work Equipment <ul style="list-style-type: none"> Sveba Dahlin prover / retarder (not currently in use) Lillnord prover / retarder Who is harmed: <ul style="list-style-type: none"> Staff members Students Visitors Contractors/ Service providers Sensitive risk groups young persons pregnant women people with disabilities 	<ul style="list-style-type: none"> Electrics Electric shock/ fire Manual handling 	<ul style="list-style-type: none"> Students are supervised by staff when working in bakeries Users carry out a visual check before use Users report defects to line manager Users wear PPE Users follow manufacturer's instructions Users shut down equipment after use and at the end of day CE mark Damaged equipment is marked taken out of service by technician Only trained staff and students are permitted to use and clean equipment Users wear gloves or use a dry cloth when loading and unloading trays Staff attend mandatory Manual handling training 	<ul style="list-style-type: none"> Maintain current controls SOP required for use and maintenance Implement a preventative maintenance schedule on equipment 	With current controls: L With Actions applied: L	All staff and students Head of School	On going May 2014

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
230 BK 2	Work Equipment <ul style="list-style-type: none"> Mono bunding machine (BDM) (Not in use, trays do not fit into the machine) 						

PHYSICAL							
Ref	Hazard	Risk(s) Associated / Description	Control Measures		Risk H/M/L (with controls)	Person(s) Responsible	Target Date / Status
			Current Controls	Actions Required			
231 BK 2	Work Equipment • Erecord BMD 130 DC5 Chambers Eng:0.3.3						

APPENDIX A



Uniform policy for students outside of the School of Culinary Arts and Food Technology and Hospitality and Tourism: To include Erasmus, visiting and food science students.

Kitchen uniform

- Black shoes (Safety issue only) should be well polished and black socks worn
- Clean, pressed white Lab coat available in Student Union shop
- Hair net/skull cap to be worn at all times in the kitchen
- No jewellery except wedding ring - make up in moderation
- No studs or rings on exposed parts of the body
- You should be well presented, clean and neatly groomed (hair net) - Males, clean shaven
- Hands immaculately clean at all times
- Hair net: if hair touches collar, long hair must be worn beneath net/skull cap
- Finger nails must be kept short and immaculately clean at all times
- Nail polish or fake nails are not permitted
- No personal clothing or bags in the kitchen area (use lockers)

APPENDIX B

Duties of the General Operatives (Kitchen Opening and Closing down Checking System)

Date: _____ Kitchen No: _____ Time: _____

	Class opening and closing down procedures	Time	Checked Tick
1	Sweep floors and under tables, and check general cleanliness of kitchen	8.30am	
2	Food order collection, checks food order before leaving food stores and delivering to class	8.45am	
3	Collect and Delivers equipment, instruments for kitchen classes and the transporting and re-storing of same as required.	9am – 9.30	
4	Cleans equipment as required to include Washing and/or cleaning of electrical laboratory equipment and instruments in the kitchen	Daily duties	
5	Reporting all defective equipment identified to technical officer (health and safety requirement)	Daily duties	
6	Liaising with housekeeper and lecturing staff to ensure that cleaning of the kitchen is conducted as required.	Daily duties	
7	Provides cleaning assistance in other kitchens as required.	Daily duties	
8	Assisting with Health and Safety procedures	Daily duties	
	Closing Down Procedures	Daily duties	
9	Check that all bags/containers are Sealed /closed (flour, sugar etc.) before leaving class		
10	Floors are cleaned between classes/move to another (closed kitchen) to assist with deep cleaning are required.	Planned schedule will be posted as required for deep cleaning.	
11	Check that all equipment is washed and stored away by the end of class. Including fat frying equipment	Scheduled cleaning of cooker hoods and fat frying units to be arranged with housekeeping	

12	Clean/wipe heavy spillages as required from all equipment used (ensure all electrical and ovens are turned off and cool before cleaning). Ensure that a safe practice is employed when cleaning of ovens and cooker. All staff are responsible to ensure that floors and area outside kitchens are clear of spillages staff need to check these areas following the removal of waste and cleaned if necessary.		
	Re-Opening Procedures for next class as per stage 1 above		
	Additional duties may be assigned as required		

Regular inspection checks will be made by Housekeeping and Head of Department/ School/ Assistant Head of School

Opening and Closing down Procedures for all Practical Cookery and Pastry Classes

Programme Code: DT __ Year: _____ Group: _____ Student Head Chef Name: _____

Kitchen: _____ lesson No. _____ Time: _____



LECTURER to assign students for one or more of the following tasks

Task	Class opening and closing Procedures	Responsible	Checked
1.	Before entering any kitchen - Wear appropriate uniform and safety shoes - Wash and sanitise hands	All students	
2.	Check food and equipment order prior to Class commencing – amounts and condition	Assigned student	
3.	Check station, tables and equipment to ensure they are clean	All students	
4.	Class commences under supervision of Lecturer	All students	
5.	Gather equipment and set up work station, Select and weigh all ingredients as per lesson plan	All students	
6.	Operate a clean as you work system during all practical classes Clean/wipe heavy spillages as required from all equipment used during the class	All students	
7.	Food waste management system must be operated in all classes, use appropriate waste disposal units for separation of food waste and recycling	All students	
8.	Assign two students to sweep floors and under tables	Assigned task	
9.	Finished product for shop - deposit into White Plastic Dixie Trays, record items, store for collection by lab aide	Assigned task	
10.	Stores returns, - ensure that all ingredients are correctly repacked and recorded on returns sheet - Seal/close all bags (flour, sugar etc) before leaving class	Assigned task	
11.	Table tops washed with hot soapy water – <u>Do not use sanitizer</u> food items should not be wiped onto the floor)	Assigned task	
12.	All Equipment washed and dried, correctly stored, - Trays, Bowls, Pots, Moulds, Plates, Cutlery, Machinery etc.	Assigned task	
13.	All ovens, cookers, electric fat fryers and any other cooking equipment must be powered off and cleaned, blast chilled units must not be left running once class has finished, and all food must be removed and refrigerated if needed	Assigned task	
14.	Clean/wipe heavy spillages, splashes as required from all equipment used - ensure all electrical and gas equipment are powered off and cooled before cleaning	Assigned task	
15.	Sinks and wash hand basin cleaned with hot soapy water. Kitchen clothes placed in allocated container for	Assigned task	

	collection		
16.	Liquids must not under any circumstances be left cooking once the class has finished and kitchen is closed	Lecturer	

Lecturer Signature _____

Date _____

Lecturers are requested to return completed **SOP RECORD** to **John Hoey's Office**

Opening and Closing down Procedures for Practical Classes

Programme Code: DT Year: _____ Group: _____ Student Head Chef Name: _____

Kitchen: _____ lesson No. _____ Time: _____

LECTURER to assign students for one or more of the following duties

Task	Class opening and closing Procedures	Responsible	Checked
1.	Wear appropriate uniform and safety shoes - Wash and sanitise hands on entering Kitchen	All students	
2.	Check food order prior to Class commencing.	Assigned student	
3.	Check station, tables and equipment to ensure they are clean	All students	
4.	Class commences under supervision of Lecturer	All students	
5.	Gather equipment and set up work station, Select and weigh all ingredients as per lesson plan	All students	
6.	Operate a clean as you work system during all practical classes Clean/wipe heavy spillages as required from all equipment used during the class	All students	
7.	Food waste management system must be operated in all classes, use appropriate waste disposal units for separation of food waste and recycling	All students	
8.	Assign two students to sweep floors and under tables	Assigned task	
9.	Prepare finished product for shop - deposit into White Plastic Dixie Trays and store for collection.	Assigned task	
10.	Stores returns, - ensure that all ingredients are correctly repacked and recorded on returns sheet - Seal/close all bags (floor, sugar etc) before leaving class	Assigned task	
11.	Table tops washed with hot soapy water – <u>Do not use sanitizer</u> food items should not be wiped onto the floor)	Assigned task	
12.	All Equipment washed and dried, correctly stored, - Trays, Bowls, Pots, Moulds, Plates, Cutlery, Machinery etc.	Assigned task	
13.	All ovens, cookers and other cooking equipment must be powered off and cleaned	Assigned task	
14.	Clean/wipe heavy spillages, splashes as required from all equipment used - ensure all electrical and gas equipment are powered off , and cooled before cleaning.	Assigned task	
15.	Sinks and wash hand basin cleaned with hot soapy water. Kitchen clothes placed in allocated container for collection	Assigned task	

Lecturers are required to retain a copy of this **SOP**

Signed _____

Date _____

APPENDIX C

Objects	Hazards	Controls
Burning fat and fires	Overheated cooking oil (e.g. in a deep fryer) may catch fire on stovetop Hotplates or burners which remain hot enough to start fires	Provide fire blanket and extinguisher in a prominent position adjacent to stovetop Building Office to ensure that simple brief instructions in how to use fire blanket to smother flames from burning fat or oil are displayed on the wall, all member of staff are trained in the use of this equipment. The Porters desk telephone number is displayed in every kitchen located close to the door. The fire system will activate the alert and emergency operational procedures for the building. All staff working the kitchens are required to ensure they are fully compliant with the fire safety training. No cooking equipment should be left unattended if switched on.
Electrical fire	Short circuit in electrical equipment or appliance	Buildings Office to ensure that fire extinguisher in the kitchen area is safe for use on electrical fires Check that extinguisher is included on list for regular testing, and has been tested recently. All staff members have a responsibility to ensure that they are aware of procedures when dealing with electrical fires. In the event of electrical fire full shut down should be activated by pushing the shut off switch located beside the kitchen exit door.
Leaking gas	Leaking gas may explode or fumes overcome workers in proximity of leak	The Building Office have an established procedure for dealing with gas leakage. Staff who notice or suspect a gas leak should quickly shut off gas supply using the shut off switch located beside the exit door in the kitchen and immediately inform the Buildings Office.
Fire control	Fire extinguishers, fire blankets or smoke alarms smoke alarms	The Buildings Office maintain firefighting equipment. As part of regular safety checks ensure smoke alarms and fire extinguishers have been tested and repaired if required (refer to buildings safety statement and territory requirements for testing and maintenance)

	Untrained staff administrating fire control	<ul style="list-style-type: none"> Health and Safety provide appropriate training (Emergency Response Training) to staff in administrating fire control (e.g. fire extinguishers, fire blankets)
Emergencies / evacuations	<p>Emergency signage</p> <p>Signs not in place or not lit as required</p> <p>Lack of emergency procedures / programs</p> <p>Staff untrained in evacuation procedures</p>	<p>Buildings Office check that appropriate emergency signage is in place, appropriately lit and is regularly tested and is fully operational</p> <p>Lecturer to check on entering that kitchen area has clear path to emergency exits by more than one route</p> <p>Buildings to ensure appropriate emergency procedures as in place.</p> <p>All staff to ensure that they are familiar with procedures and that they follow these procedures in the event of alarm activation.</p> <p>Conduct regular emergency evacuation drills to test procedures / programs and systems</p> <p>The School to ensure lecturers receive appropriate training for coordinating emergency responses.</p> <p>Ensure all workers are familiar with all emergency response procedures, emergency alarm sounds and be able to act accordingly.</p>

APPENDIX D

Objects	Hazards	Controls
Floor surface	<p>Spillages, oil on floor, wet floor surfaces may be a slip hazard</p> <p>Carpet patterns on floors can cause vertigo and alter depth perception</p> <p>Plush carpet catches feet</p>	<p>Kitchen floors are a non-slip floor material or one with a textured surface to reduce possibility of slipping.</p> <p>Use a non-slip floor polish or cleaner.</p> <p>Choose plain patterns without swirls or 3D images on carpets.</p>
Housekeeping	<p>Tripping hazards left on floor (e.g. cartons and boxes)</p> <p>Slipping hazards (e.g. spills)</p> <p>Disease from pests, vermin attracted to the area by food debris left in rubbish bins, on floor and underneath storage cupboards</p>	<p>Ensure there is adequate 'off-the-floor' storage for kitchen supplies.</p> <p>Ensure that floor is kept clean, free of litter and any spillages are immediately cleaned up.</p> <p>Ensure kitchen floors are free from obstruction so they can be wet-mopped and polished.</p> <p>Provide a bin for disposal of waste materials adjacent to the pot washing and dishwashers, separate bins to be used for other rubbish as per local collection services (separate paper, glass, cans, plastic bottles etc.).</p> <p>Kitchen supervisor to conduct regular housekeeping inspections.</p>
Change in floor level or surface	<p>Changes in floor level (e.g. step or ramp)</p> <p>Interface between different floor materials (e.g. from tiled floor to a carpeted one)</p>	<p>Where possible ensure that joins are flush with adjoining floor levels and are not raised at any point.</p> <p>Use rounded facing for joins not at same level.</p> <p>Display appropriate signage to identify the hazard to people using the area.</p> <p>Where necessary extra lighting and floor markings to identify the hazard to people using the area.</p> <p>The School to avoid having changes in surface where these occur at unexpected</p>

		points in the walk area.
Damaged flooring	Damaged flooring (e.g. cracked or broken tiles, holes in carpet, projecting edging strips)	Ensure any damaged flooring is repaired as soon as possible Place appropriate warning signs over damaged area, or remove access to the area until repaired
Floor furnishings	Having mats and other floor furnishings may introduce trip or slip hazards	Ensure rugs and other floor furnishings are easily visible and have a low profile to reduce chance of tripping. Ensure mats are rubber backed to prevent shifting.

APPENDIX E

Objects	Hazards	Controls
Eating utensils	Spread of bacteria via food residues on dishes, food and drink containers, cooking pots, which have been inadequately washed after use	Dishwashing machine, general operative to establish a roster system for daily washing of all dishes, glasses, cups, food containers. Housekeeper/ Culinary supervisor to ensure that the general operative or lab aide is trained and that they rinse their dishes after use and place these in the dishwasher for cleaning. Have the dishwashing machine cleaned, including filters, on a regular basis in line with the manufacturer's instructions. Use a dishwashing powder / liquid which kills harmful bacteria as part of the washing process. Where no dishwasher is installed, staff should wash and dry their dishes after use, and remove / store these away from the sink area. Carry out regular inspections of the kitchens and wash-up areas to ensure that staff are complying with sound hygienic practice.

Dish cloths and tea towels	Using unclean dish cloths and tea towels	Housekeeping/Culinary Supervisor to ensure that tea towels are laundered appropriately. Provide sufficient changes of dish cloths and tea towels to ensure that these can be rotated when laundering becomes necessary. Dispose of dishcloths as necessary.
Food contamination	Contamination by mould and bacteria from food left in the refrigerator or left uncovered	Require all staff to label any items which are to be stored in the fridge for any length of time, so that old food may be identified. Organise for the refrigerator to be emptied at regular intervals and cleaned on a regular basis in line with the manufacturer's directions and School SOP.
Food handling	Poor standards of personal hygiene	Actively promote the washing of hands as a hygiene precaution before handling food and after using the toilet. Place signs in kitchen area and in toilets to remind all staff and students to wash their hands.
Allergies	Workers in the workplace may have a range of allergic reactions to certain foods	Encourage workers with food allergies (e.g. anaphylaxis) to make the employer and other workers aware of their condition. Employer to implement appropriate exposure prevention measures and response procedures (e.g. first-aid). Ensure that students are not exposed to foods that are the cause of their allergic reaction (students should be advised to withdrawn if the programme is not suitable). Make staff aware if they have colleagues who have allergies and what precautions or policies are in place.

APPENDIX F

Objects	Hazards	Controls
Food odours	Unpleasant odours permeating adjacent to work areas	Extractor fan are installed which vents cooking smells to the outside air.
Heat from cooking	Food preparation involving use of cooker, hotplates and ovens generates additional heat in the area.	<p>Ensure that heat from cooking operations in the kitchen does not affect the nearest temperature control point and activate the heat/fire alarm system.</p> <p>All actions necessary to maintain the heat at workable levels - install a separate air-conditioner in the kitchen</p>
Steam	Excessive condensation from steam generated from boiling water	<p>The School has a range hood with fan above cook tops in production kitchens to disperse steam from cooking pans, and smaller extracting unit in the kitchens.</p> <p>To reduce steam where boiling water is required the School has install boiling units with water tap for instant delivery of hot water.</p>
Smoke	Smoke from burning food, cooking oil	<p>Locate electric toasters/ grills away from smoke alarms so these do not activate prematurely.</p> <p>The School has installed a ceiling mounted extractor fans and range hood above stove to disperse smoke.</p> <p>Instruct users to switch on extractor fan and / or range hood before starting to prepare food which may burn or smoke.</p>

APPENDIX G

Objects	Hazards	Controls
Boiling water units	Poorly placed boiling water units may increase chance of burns Poorly maintained units Boiling water supply is hot enough to scald	Ensure adequate room and accessibility to unit to enable safe use. Include as part of the Schools health and safety - weekly visual inspections. Select units with safety devices built in that reduce the risk of scalding, to be inspected annually. Ensure appropriate signage is displayed warning users of hot water/steam.
Portable kitchen appliances	Contact with exposed wiring or any internal part of a broken appliance which is connected to the power supply Immersing the body of an electrical appliance in water for cleaning purposes Failing to isolate an appliance from power supply before washing sharp blades or moving parts Fingers contact heated platens of sandwich maker whilst inserting or removing a sandwich Contact with the exterior surface of a kitchen appliance which has defective insulation	Kitchen appliances inspected on a regular basis (weekly by Lab technician) daily by staff using the kitchen or restaurant or bakeries, and if required tested, and record this information. Remove from service any appliance which is identified for repair, and label it appropriately. Ensure that instructions for use of any appliance are accessible to workers in a known location. Place small signs near appliance power points as a reminder to workers to switch off power and disconnect from socket prior to cleaning after use. Remove and replace any kitchen appliance where touching the exterior can cause a burn.
Refrigerators	Refrigerator temperature is consistently above the recommended temperature for safe food storage Food is left in refrigerator until mouldy or past its safe 'use by' date	Periodically check that refrigerator temperature complies with requirements for safe storage and if required locate a thermometer in the fridge. Arrange for refrigerator to be periodically emptied and the inside washed and cleaned according to the manufacturer's instructions

Microwave ovens	<p>Removing food from a microwave oven which is situated at or above eye level</p> <p>Spilt food left un-cleaned in microwave</p> <p>Use of wrong type of food containers and covers</p> <p>Malfunction or misuse may cause leakage of radiation from microwave unit</p>	<p>All microwave ovens should be placed on a counter top purpose designed shelf where it is easy to see inside and load or unload contents.</p> <p>Arrange for inside of microwave oven to be periodically washed and cleaned according to the manufacturer's instructions. See School SOP for cleaning.</p> <p>Ensure users clean up spillages immediately.</p> <p>Place sign on oven door listing those food container types and coverings which should not be used in the oven. (i.e. metal objects, foil.)</p> <p>If the microwave appears damaged, it should not be used until a competent person has tested and checked that the leakage does not exceed the recommended limit.</p>
Hot tops / oven	<p>Hotplates accidentally left on after user has finished cooking and left the area</p> <p>Using pots and pans which are not suitable for the type of cooker hotplates or rings</p> <p>Grasping oven shelves which are hot enough to cause burning</p> <p>Removing oven trays with food on them at completion of heating</p>	<p>Provide pots and pans which are designed for use on the type of cooker hotplates / rings, and are the correct diameter for the hot plates.</p> <p>Do not put cooking oil in pots.</p> <p>Ensure the pot is the correct size for the task.</p> <p>Place sign adjacent to ovens surface warning workers of risk of burning from oven surfaces.</p>
Dishwashers	<p>Poor stacking of dishes / glasses (including overloading) resulting in breakages</p> <p>Machine overflows due to food debris left in dishwasher</p>	<p>Purchase dishes / glasses that are the appropriate size for dishwasher and stackable.</p> <p>Ensure that care is taken by staff and students when loading large quantities of dishes (especially tall glasses), that these are stacked correctly and will not move or are struck during the washing cycle.</p> <p>Post signage informing general operatives/lab aide and all staff using washing equipment to rinse dishes of food residues before loading dishes into dishwasher.</p>

Knives, scissors	<p>Contact with sharp and serrated knives which have been left on worktops, placed in dishwasher or put away in drawers amongst other (non-sharp) cutlery</p> <p>Wrong choice of knife, or inappropriate method of cutting food, resulting in knife slipping and cutting the user</p>	<p>Provide appropriate safe storage bags for very sharp knives used in food preparation (e.g. a knife bags).</p> <p>Lecturers' to receive a tool box talk to reinforce knife safety.</p> <p>Ensure that all staff know not to put these knives in drawers hidden amongst sundry cutlery.</p> <p>Instruct lecturer to inform students not to put very sharp knives in the dishwasher, but to wash them carefully by hand avoiding contact with the blade. Provide knife skills sessions for students.</p>
-------------------------	---	--

Objects	Hazards	Controls
Storage	<p>Chemicals are stored in the kitchen area</p> <p>Chemicals stored above head height may spill on worker lifting them down</p> <p>Hazardous substances stored with non-hazardous substances and are hard to distinguish</p> <p>Hazardous chemicals not securely contained potentially producing odours / fumes</p>	<p>Do not store chemicals in kitchens; keep them in a designated area for storing chemicals.</p> <p>Ensure all hazardous substances are stored in a secure location.</p> <p>Do not store hazardous substances on a shelf above head height.</p> <p>Maintain clear separation of storage of hazardous substances from non-hazardous substances</p> <p>Ensure that all hazardous substances are kept in undamaged containers with secure caps or lids.</p>
Handling	<p>Manufacturer's instructions unknown or not followed (e.g. Oven cleaners, Pesticides, Drain Cleaners)</p>	<p>Staff should obtain and read instructions for use, consult the Safety Data Sheets (SDS), and know safe handling precautions to take before working with a hazardous substance.</p>
Labelling and identification	<p>Substances kept in containers without proper labels</p>	<p>Housekeeping should record details of all hazardous substances and maintain file for all hazardous substances used / stored in the workplace.</p> <p>Ensure that all hazardous substances are clearly marked. Dispose of all unidentified substances appropriately.</p>
First-aid treatment	<p>Contact with an unknown substance</p>	<p>Treat contact with unknown substances with caution until substance is identified.</p> <p>First-aid training courses cover this - to ensure that all staff members receive information about treatment for skin or eye contact with, and for inhaling or accidentally swallowing, hazardous substances used at the workplace.</p>

APPENDIX H

Safety Procedures for using a flambé lamp

- The lamp is filled with the correct fuel
- The correct amount of fuel is used
- If gas is used the canister is correctly in place
- The lamp is filled in a safe area (On a tray to retain the fuel)
- (Out-side the back of the restaurant/ building)

Or

- In a tiled area for the Kitchen away from food
- The Grid is correctly placed back on the lamp
- The lamp is placed on a salver or fire proof tray
- Check that **no** napkin (**paper, linen or tray mat**) has been placed on the salver/ tray
- The salver/ tray is placed in from the edge / side of the Guéridon.
- There is a taper for lighting the lamp
- There is a cap for extinguishing the lamp
- Do not bend over the lamp when lighting
- Check that the pan is not too hot before flaming
- The pan is removed from the lamp before flaming
- A measure is used to flame the dish (not the bottle)
- Do not flame the dish near a draught from a door or window
- Do not bend over the pan when flaming the dish.