Shop, Bar and Kitchen Area Risk Assessment

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks	Additional Measures	Who needs to carry out actions	Done
Slips and trips	Kitchen/bar service staff and customers may be injured if they trip over objects or slip on spillages.	• Good housekeeping – work areas kept tidy, goods stored suitably etc. • Kitchen equipment maintained to prevent leaks onto floor. • Equipment faults leading to leaks quickly reported to manager. • Drainage channels and drip trays provided where spills more likely. • Staff clean up spillages (including dry spills) immediately using suitable methods and leave the floor dry. • Suitable cleaning materials available. • Good lighting in all areas including cold storage areas. • No trailing cables or obstruction in walkways. • Bar and Kitchen floor areas only washed out of hours staff know about proper use of detergents, correct detergent rates to avoid residue – wash, leave, rinse etc.			

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		• Wet floor warning signs to be used. • Staff to wear sensible shoes • Any restocking to be done outside of opening hours			
Manual handling Handling heavy items such as flour sacks, ingredients, boxes of meat, trays of crockery, kegs etc	Staff receiving back, neck and limb injuries from lifting heavy loads, crates of bottles, emptying glass bin, moving furniture, moving A-board sign	• Staff have received Manual Handling Training • Sack trucks and trolleys available for beer and bottle crates etc. • Bottle bin on wheels Ingredients bought in package sizes that are light enough for easy handling. • Commonly used items and heavy stock stored on shelves at waist height. Suitable mobile steps provided and staff trained to use them safely. Handling aids provided for movement of large/heavy items. • Sink at good height to avoid stooping.			
Contact with steam, hot water, hot oil and hot surfaces	Kitchen staff and food service staff may suffer scalding or burns injuries.	• Only hot water on site at the moment • Water mixer taps provided.			

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Knives	Staff involved in food preparation and service could suffer cuts from contact with blades.	• Staff trained to handle knives. Knives suitably stored when not in use. • First aid box provided and nominated first aider always on site.			
Food handling	Frequent hand washing can cause skin damage. Some foods can cause some staff to develop skin allergies.	• Where possible and sensible, staff use tools (cutlery, tongs scoops etc) to handle food rather than hands. • Food grade, single- use, non-latex gloves are used for tasks that can cause skin problems, eg salad washing, vegetable peeling and fish filleting. • Where handling cannot be avoided, hands are rinsed promptly after finishing the task.			
Contact with bleach and other cleaning chemicals	Prolonged contact with water, particularly in combination with detergents, can cause skin damage. Staff cleaning premises risk skin	• Dishwasher used instead of washing up by hand. • All containers clearly labelled. Where possible, cleaning products marked 'irritant' not purchased and milder alternatives bought instead. • Long-handled mops and			

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	irritation or eye damage from direct contact with bleach and other cleaning products. Vapour may cause breathing problems.	brushes, and strong rubber gloves, provided and used. ● Staff wash rubber gloves after using them and store them in a clean place. ● Staff shown how to use cleaning products safely, eg follow instructions on the label, dilute properly and never transfer to an unmarked container.			
Electrical	Staff could suffer serious/fatal injuries as a result of electric shock.	● Manager visually inspects the system once a year and is competent to do so. ● System inspected and tested by an electrician every five years. ● Staff trained to check equipment before use and to report any defective plugs, discoloured sockets or damaged cable and equipment. ● Staff know where fuse box is and how to safely switch off electricity in an emergency. ● Plugs, sockets etc suitable for kitchen environment. ● Access to fuse box kept clear.			

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Fire	Staff or customers could suffer serious/fatal injuries from burns/smoke inhalation.	• Fire detection and alarm systems fitted. • Weekly fire alarm system test. • Monthly emergency light tests, means of escape and drills • Yearly fire fighting equipment checks by Morgan • All staff trained on what to do in the event of a fire			
Work from Heights	Staff may suffer serious, possibly fatal, injuries if they fall from any height. For example staff doing cleaning/maintenance, might fall from ladders	• Ladders to be suitable, regularly inspected, and used only for light work of short duration by trained staff. • All other work at height, such as above the roof light, is done by contractors under a permit to work system and using trained staff and appropriate equipment.			
Glass Breakage	Staff and visitors getting cut	• There is a glass breakage policy in use.			
Violence	Staff and customers may suffer stress and/	• Staff adhere to legal requirements not to sell alcohol to intoxicated customers.	Keep good liaison with local police and check latest advice.		

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	or physical injuries from aggressive customers.	• CCTV installed. • Staff trained in good, polite behaviour and how to avoid confrontation following violence policy when to call police etc. • Incident log kept and filled out as soon as possible after incident. • Staff made aware of barred customers • Information sharing scheme with police and other licensed premises in the area – member of local Pubwatch. • Regular glass collection – 'glass policy' implemented for very busy events or as appropriate. • Cashing up done after hours/out of customers' sight.	Manager to give talk to re-emphasise 'coping with disputes' training. Ensure all incidents promptly investigated. Consider if fitting panic alarm is practicable and will be of benefit.		
Access to Factory from Shop and Bar	Visitors, there are numerous ways an unsupervised visitor could harm themselves if	• There is a lockable door between the factory and the bar/shop area that needs to be locked at all times when the bar/shop is open.	Put up 'Authorised Persons Only' sign on factory door Ensure that the lock is engaged during opening hours Reiterate message to staff		

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	left unattended on the factory floor. From falling from the mezzanine to hurting themselves with the fork lift.		that factory door is to be locked when not needed for access by authorised staff, staff to report if factory door is left unlocked. Add this to daily check list audit.		