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| Ref. MAN 17 | Task/Activity: Safety with Sharp Knives | | | | Assessment date: |
| Unit No: | Unit name/location: | | | | Assessed by: |
| **Hazard** | | | **Safety Risk** | Safe System of Work / Control Measures | |
| Sharp, blunt, worn and damaged knives.  Incorrect knife selection for task  Unstable or slippery work surfaces.  Cold and numb hands or fingers.  Inadequate workspace.  Poor lighting. | | | Cuts and lacerations  Puncture wounds  Amputation | * Safety knife box openers to be used to open boxes, parcels and packages whenever possible to avoid the need to use sharp knives. * Knives to be used only by employees who are trained in their correct storage, selection and use, all knife users must complete the Preventing Cut Injuries Safety Conversation 2 and the Safety with Blades and Sharp Edges Safety Conversation * Knife blades to be maintained in a sharp condition. * The condition of knives to be checked before use. Damaged knives must not be used and reported to a responsible person for repair or replacement. * Worn and damaged knives to be disposed of safely. * The correct knife to be selected for the task. * Only carry knives with the blade pointing downwards and never attempt to catch a falling knife. * When using a knife, hold with a firm grip and cut downwards and/or away from the body. * Avoid cutting items whilst being held in the palm of the hand. * Sharp knives must not be used to separate frozen items of food, e.g. burgers, chops. * Cutting boards to be placed on a flat, dry work surface. * Wheels on mobile worktables to be locked before carrying out work with knives. * Good lighting and adequate workspace to be provided in areas where knives are used. * Wash sharp knives individually and never place them into sinks. * Knives to be stored on suitable racks or magnetic holders; or neatly in a suitable container or drawer clearly marked “Sharp Knives”. Knife drawers must not be used for storing any other items. * Implement the Safe System of Work/Control Measures in Equipment Washing in Sinks Risk Assessment, Ref. CAT 21. * If you are required to wear cut resistant gloves for this task (see sector specific controls below) please ensure that; * Wash your hands before and after wearing cut resistant gloves. * Always wear a clean single-use disposable food preparation glove over the cut resistant glove. * **For Sector Specific Controls please review and complete the box below.** | |
| **Who may be affected by the task/activity?(Tick all applicable boxes)** | | |
| Compass employees/Agency staff | |  |
| Customers / Client staff | |  |
| Visitors / Members of the Public | |  | Please review your Sector Specific Guidance to determine if you are required to wear PPE as part of your sector Risk Profile, where PPE is a requirement please record here the PPE required for the task and if it is not a requirement please tick the relevant box;   |  | | --- | |  |   PPE is not required for this task based on our Sector Risk Profile   |  | | --- | |  |   PPE is required for this task based on our Sector Risk Profile and the PPE to be issued is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Ensure all persons required to wear this PPE sign the PPE Record of Issue document and a copy of this is kept on their Personnel File. | |
| Maintenance personnel | |  |
| Delivery personnel | |  |
| Other (specify below) | |  |
| **IMPORTANT - This risk assessment should be reviewed every 3 years, or whenever there is a significant change in the task or activity and following any accident or incident involving this task or activity. This risk assessment must be retained for a period of 6 years.** | | | | | |