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| Ref. CAT 48 | Task/Activity: Cleaning Filling and Use of Vending Machines | Assessment date: |
| Unit No: | Unit name/location: | Assessed by: |
| **Hazard** | **Safety Risk** | Safe System of Work / Control Measures |
| Electrical hazardsContact with hot surfaces, food and liquidsEntanglement in moving partsLeaking CO2 cylindersSpillages of food and liquidsCleaning productsManual handling hazardsVending Machines used in this site are: | Electric shock and burnsBurns and scaldsCuts and bruises“Ice burns” from leaking CO2 Slips and fallsIrritation to skin and eyesMuscle strains | * Machines only to be filled and cleaned by trained employees and those who have completed the Hand and Arm Protection Safety Conversation 1 and Preventing Burns and Scald Injuries 3.
* Vending machines to be maintained by competent persons and in accordance with manufacturer's guidance where available
* Machines to be safely and appropriately sited to ensure their stability and to allow ease of use/access for customers and vending operators.
* Only authorised cleaning products to be used. Cleaning products not to be mixed together. Cleaning products not to be left unattended and stored safely after use.
* Appropriate PPE to be worn when cleaning.
* Spillages to be cleaned up as soon as they occur and wet floor warning signs used when appropriate.
* Where practicable, machines must not be left unattended when automatic cleaning cycles are in progress. Customers to be prevented from using machines when automatic cleaning cycles are in progress by use of clear and appropriately positioned warning signs.
* Hands must not be placed into moving parts of vending machines when carrying out test operations after cleaning.
* Cups used in vending machines must be of a suitable size so that drinks do not overflow when being dispensed or held
* Provision and use of a suitable container or safe means of carrying hot beverages to prevent burns or scalds, e.g. trays, cup holders/clutches, polystyrene or heat resistant cups.
* Implement the Safe Systems of Work/Control Measures in the CO2 Cylinders, Ref. CAT 13, Electrical Safety, Ref. MAN 05, including an annual PAT test, Trolleys, Ref. COM 13 Risk Assessments, COSHH Product Assessments and the manual handling safety precautions
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| **Who may be affected by the task/activity?****(Tick all applicable boxes)** |
| Compass employees/Agency staff |  |
| Customers / Client staff |  |
| Visitors / Members of the Public |  |
| 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.** |