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| Unit No: | Unit Name/Location: | Assessed by: |

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| **Ref. CAT 55** | Task/Activity: **Waiting Activities and Tasks** | Assessment date: |

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| Hazard | | Safety Risk | Safe System Of Work / Control Measures |
| Contact with hot equipment, surfaces and utensils  Contact with hot food, liquids and steam  Spillages and wet floors  Tripping hazards  Obstructed and restricted walkways  Floor surfaces in poor condition  Fatigue and tiredness  Broken Glass and crockery  Manual handling | | Burns  Scalds  Slips, trips and falls  Cuts  Back and muscle strain | * All waiting persons to be trained in Hand and Arm Protection Safety Conversation 1. * Hazards, risks and control measures to be included in service briefings * Supervision to be provided through the waiting activities and tasks * Oven cloths, insulated cloths or oven gloves to be worn when handling hot items * Avoid over heating of crockery and food containers * Containers of hot foods and liquids not to be overfilled * Trays to be used for carrying where possible * Reduce the need to carry over long distances. Make use of trolleys and position service/storage equipment near dining points * Spillages cleaned up as they occur and wet floor signs used where appropriate * Floors to be kept clear of obstructions and trailing cables * Sufficient access to be maintained to walkways * One way door openings and walkways to be used where practicable * Floors to be well maintained and in good condition * Footwear to be maintained in good clean condition * Avoid standing for long periods. * Allow work breaks and job rotation where necessary * Maintain comfortable workplace temperature * Provide holding points and storage points for resting of transit loads * Glass and crockery breakages to be dealt with as they occur * Wear gloves when clearing broken glass and crockery and use a dust pan and brush. * Dispose of broken glass and crockery safely * Handle glass drinking vessels and containers with care. * When polishing glass drinking vessels inspect for any damage and apply only light pressure in the polishing process. * Loads to be within capabilities of waiting personnel |
| **Who may be affected by the task/activity?**  **(Tick all applicable boxes)** | |
| Compass / Agency employees | **✓** |
| Customers / Client employees | **✓** |
| 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.** | | | |