

Activity

Covid 19 (Kitchen)

Date of Assessment

03/07/20

Location:

Job Title:

Senior Manager

Risk Assessment Carried out by:

Signature

SJPacker

Risk Table

Date of Review

17/08/20

Likelihood

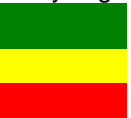
Very Unlikely

Unlikely

Fairly Likely

Likely

Very High



Low risk areas

Medium risk areas

High risk areas

Severity

Insignificant

Minor

Moderate

Major

Fatality

1

2

3

4

5

1

1

2

3

4

5

2

2

4

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8

10

3

3

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12

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16

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Reviewed By:

Can be considered as a trivial risk area with no action required

Efforts should be made to reduce the risk, assessing the cost of prevention against the likelihood of the event

You must consider suspending the operation until adequate controls are introduced and the risk is re-evaluated

ACTIVITY

PERSONS AT RISK

SIGNIFICANT HAZARDS

RISK

L S R/L

RISK CONTROL MEASURES

RESIDUAL RISK

L S R/R

- Preparing & cooking meals
- Receiving & processing delivery of food supplies

- Head Chef
- Assistant Chefs
- Catering Staff
- Delivery drivers/contractors
- Maintenance

- Exposure to Covid 19 Virus
- Coming into close contact with a person who may have the

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- Restricted access to the "Kitchen" only those members of staff employed for the purpose of food processing will be allowed access to the "Kitchen" unless essential circumstances
- The "Kitchen" is **not** to be used as a through way for staff outside of the kitchen/clubhouse department.
- Provision of suitable & sufficient signage and visual aids explaining clear guidance on social distancing and personal hygiene.

2.5 5 12

- Cleaning of surfaces, equipment, utensils & dishes
- Disposal of waste food & packaging

Staff

Covid 19 symptoms?

- Contact with contaminated Surface
- (Symptoms can be mild, moderate, severe or fatal.)

- Face masks to be worn for 1 meter + situations,
 - 2m floor stickers to aid safe working stations
 - A one-way route around the kitchen,
 - Only one member of staff allowed access to the walk-in fridge at any time.
 - Redesigning processes to ensure social distancing in place.
 - A specific pick up location established for food orders
 - Disinfectant to be kept near contact points such as handles
 - Re-assess extraction/ventilation systems employed in the kitchen
 - Avoid people working face-to-face. For example, by working side-by-side or facing away from each other.
 - Frequent cleaning of work areas and equipment between uses. Making sure that there are adequate disposal arrangements for cleaning products.
 - Procedures in place to maintain social distancing and the risk of surface transmission when receiving supply of food produce.
 - Provision of hand sanitiser in multiple locations in addition to hand-wash areas
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- Adequate provision and use of Personal Protective Equipment (PPE) Disposal gloves, face masks (Staff to be reminded that wearing of gloves is not a substitute for good hand washing.)
 - Those being fit tested with non-disposable masks should clean the mask themselves before and immediately after

the test using a suitable disinfectant cleaning wipe (check with manufacturer to avoid damaging the mask).

- Rigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed.
- Staff to be reminded on a daily basis of the importance of social distancing in the workplace
- Management checks to ensure these control measures are adhered to, and that, this assessment is reviewed on a regular basis in accordance with Government guidelines

