Ashvale Dish Washing - Qualitative Risk Assessment
Ref: - ADW/14
Brian Urquhart.
## Ashvale Dish Washing - Qualitative Risk Assessment

**Date of Assessment:** 24 June 2008  
**Review Date:** Annually (Risk Assessments to be reviewed annually or when changes to equipment or procedures.)  
**Assessed By:** BRIAN URQUHART  
**Signature:**

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| Loading and Unloading Dish Washer. | Kitchen Porter  
Any staff using dish washer. | 1. Burns or scalds from steam.  
2. Lifting and moving crockery, pans, utensils - back and upper body muscular-skeletal injury. | • Staff must be given information and instruction on correct use of the dish washer at induction.  
• All new employees must be supervised on use of machinery.  
• Managers and supervisors are responsible for giving information, instruction and supervision to staff on use of machinery.  
• Information and instruction to be given on safe loading and unloading of the dish washer.  
• Loading racks to be slid in and out of the machine where possible - staff should not be lifting the full racks.  
• Crockery and stainless steel items will be hot when they come out of the machine - care to be taken when handling. | | A |
| Slips, Trips and Falls. | Kitchen Porter  
Waiting Staff  
Kitchen Assistant Fryers  
Managers  
Any others in the kitchen. | 1. Sprains, broken bones.  
2. Lacerations and cuts. | • All spillages and food debris to be cleared up immediately.  
• The dish wash area must be kept clear of obstructions at all times to allow ease of movement for staff.  
• Wet floor signs to be sited at wet/slippery area.  
• All employees have a duty to keep the work area clean and clear of hazards – DO NOT leave spillages for others to clear away.  
• Company method statements for cleaning of floors must be adhered to.  
• Floors to be swept and washed prior to each shift.  
• All employees must be trained in basic food hygiene within 3 months of commencing employment.  
• All employees must be given information and instruction on cleaning method statements by manager or supervisor: see The Ashvale CookSafe Book (House Rules: Cleaning) | | A |
| Cleaning of the dishwasher. | Kitchen Porter  
Kitchen Assistant  
Kitchen Supervisor | 1. Burns and scalds from hot water and steam.  
2. Laceration - broken items. | • Staff must be given information and instruction on safe cleaning of machinery in accordance with manufacturer’s guidelines as we use different dishwashers throughout the company please refer to the manufacturers guidelines for your particular dishwasher.  
• Care to be taken when removing trays as metal parts of the | | A |

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| 3. Entrapment - hand. |                | equipment retain heat, and can be hot to handle.  
• A broken item to be removed after machine has been drained.  
Safe systems of work to be adhered to at all times. |                |                |                |

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| Use of chemicals and cleaning substances.   | Kitchen Porter | 1. Skin irritation dermatitis - contact with cleaning substances. 2. Dish washer chemicals - can cause severe irritation. 3. Inhalation of chemicals - noxious. | • Staff must be given information and instruction on correct use and storage of chemicals at induction.  
• All new employees must be supervised on use of chemicals and must not dilute substances until they have been trained.  
• **Managers and supervisors** are responsible for instruction and supervision of staff on the use of chemicals.  
• **All staff to receive The Ashvale Health and Safety training course.**  
• All substances must be used in accordance with the manufacturers' instructions and guidance - posters sited in the dish wash area highlighting correct usage.  
• **Employees must,** if in doubt as to use of chemicals, ask their supervisor or manager for more information and instruction.  
• COSHH Assessments are sited in the kitchen. All staff must ensure compliance with the COSHH Assessment.  
• Safe Systems of Work in place and must be adhered to at all times.  
• Personal Protective Equipment to be used in accordance with the manufacturers' instructions. - see COSHH Assessment.  
• Only managers are to change the dishwasher detergent following the manufacturers' instructions and wearing all relevant PPE in particular goggles, gloves and apron  
• When changing dishwasher detergent manager must exclude non essential staff from area to protect them from the risk of being splashed with chemicals. | | A |
| Lifting and Moving of Crockery, Pots, Pans, containers etc., from dishwash area to storage areas. | Kitchen Porter Kitchen Assistant Supervisor Manager Waitress | 1. Back and upper body muscular-skeleton injury. | • Managers must give kitchen staff information and instruction on safe lifting and moving within the kitchen.  
• Staff must not lift beyond physical capabilities.  
• Floors to be kept clear of obstructions.  
• Spillages to be clear up immediately and hazard warning sign “slippery surface” to be sited at hazardous area.  
• Staff must wear non-slip footwear while in the kitchen.  
• Kitchen porters to be trained on safe manual handling | | A |

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|              |                |             | techniques See TILE assessments in The Ashvale Health and Safety Course.  
• Managers must report any damage to flooring to the Maintenance Department & The Operations Manager |                | A = Adequately Controlled |
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| Further Lifting and Moving Risks     | Kitchen Porter| Repeated lifting and handling of full dish racks or heavy dish trays and cutlery buckets; repetitive twisting | • Where possible push trays along counters towards the dishwasher rather than lifting;  
• Don't overload dish racks. If you are required to lift them, use more than one rack to spread the load;  
• If you have to carry trays, grip them at the midpoint rather than the front edge, keeping the tray as close to your body as possible but bearing in mind any risks of contact with hot surfaces.  
• Use a trolley to move large quantities of dishes. | A             | A                             |
| Associated with Dishwashing          | All Users     |                                                                             |                                                                                                      |                |                  |
| Manual washing                       | Kitchen Porter| Awkward reaching across sinks or work surfaces when manually cleaning dishes. Repetitive twisting and bending of workers' backs at sinks or leaning over sinks | • Use cleaning tools with good grips when heavy duty cleaning is required  
• Wear gloves that fit properly, with extra long cuffs that are properly insulated to protect skin from hot water.  
• Gloves should have extra grip on palms and fingertips to reduce the gripping force needed to handle greasy dishes.  
• Wear slip-resistant footwear suitable for the working environment keep floors dry and free from contamination by cleaning up spills immediately | A             | A                             |
|                                      | All Users     |                                                                             |                                                                                                      |                |                  |

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| Pot washing. | Kitchen Porter All Users | Lifting heavy pots - awkward bending and twisting when leaning over sinks for long periods. Repetitive wrist and shoulder movements when scrubbing pots Repetitive reaching into pots - forceful arm exertions when scrubbing pots | • Opt for pot-washing in dishwashers if possible  
• Use water jet sprayers to remove baked-on food where fitted. This avoids the need to hold the pot under the tap.  
• If staffing allows, frequently rotate workers washing pots to reduce their exposure to the risk of repetitive strain injury occurring.  
• Use your arms for support as follows:  
  
  Rest your free arm on the surface of the pot to reduce the gripping force needed to hold it securely.  
  
  • Keep items close to your body.  
  • When washing large diameter pots, move them as close as possible to the front of the sink and rotate them during washing to reduce reaching across the pot.  
  • Use long-handled cleaning brushes to prevent awkward reaching into soup kettles or pots.  
  • Use strong-bristled brushes for scrubbing to remove baked-on food stuck to pots. Strong bristled brushes help reduce the amount of force required.  
  • Replace cleaning tools frequently so they work well; wear gloves that fit properly; have extra long cuffs that are properly insulated to protect skin from hot water.  
  • Gloves should have extra grip on palms and fingertips to reduce the gripping force needed to handle greasy pots; wear slip-resistant footwear; keep floors dry and free from contamination by cleaning up spills immediately. | | A |
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<td>Storage of dishes, pots, etc.</td>
<td>Kitchen Porter</td>
<td>Forceful lifting of heavy items. Repetitive and awkward reaching or bending to either higher or lower shelves.</td>
<td>• The area you store these items should be as close to the working area as possible to reduce carrying distances. &lt;br&gt; • Where this is not possible use lifting aids such as trolleys or carts to move dishes or foods into storage areas. &lt;br&gt; • Store frequently used heavier items within easy reach, i.e. between knuckle and elbow height. &lt;br&gt; • Store frequently used lighter items between elbow and shoulder height. &lt;br&gt; • Store infrequently used heavy items on lower shelves. &lt;br&gt; • Store infrequently used lighter items on higher shelves. &lt;br&gt; • Keep storage areas clear and free from obstructions. &lt;br&gt; • When deciding the storage area in your branch you should take account of manual handling needs, e.g. allow enough space.</td>
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| Removing waste | Kitchen Porter  
All Users | Waste removal will involve lifting heavy rubbish bags.  
Forceful exertion lifting waste bags.  
Injuries from sharp objects in refuse sacks |  
• Managers are required to put up signs near bins to remind staff not to overfill the refuse sacks.  
• When replacing refuse bins purchase ones with wheels for easy movement.  
• Refuse bags are not to be used to dispose of broken glass and other sharp objects.  
• Staff are informed that broken glass and other sharp objects must be disposed of with a dust pan and brush and are instructed to place such objects in the bulk waste bins provided or into a metal bin until safe disposal in bulk bins is possible.  
• Any breakages must be cleared away immediately, ensuring all fragments are recovered and disposed of as above. |  | A |

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