

Date:

Inspector(s): Choose an item.

Job Title: Choose an item.



THOMPSON RIVERS UNIVERSITY

CULINARY ARTS HAZARD CHECKLIST

This list is not exhaustive and over time new hazards may come to be. The space at the bottom is for you to add your own identified hazards. Please notify the OH&S department so the checklist can be updated with these additions. Answering 'no' to any of the following questions indicates a need for corrective action to be taken.

		YES	NO	COMMENTS	PERSON RESPONSIBLE FOR ACTION	DATE ACTION COMPLETED
1.	FIRE SAFETY					
1.01	Is there an effective fire alarm?			Fire Alarm:		
1.02	Is the fire alarm tested at least every three months?					
1.03	Is the fire alarm functioning correctly?					
1.04	Are fire exits clearly marked and easily identifiable?					
1.05	Are fire exits free from obstruction?					
1.06	Are emergency procedures displayed?					
1.07	Are building evacuation routes prominently displayed?					
1.08	Are the telephone numbers of emergency services clearly displayed?					
1.09	Are there fire evacuation practices at least twice yearly?					

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1.10	Are all building occupants aware of what action takes place in an emergency?					
1.11	Have fire wardens been appointed and trained?					
1.12	Are fire extinguishers available and accessible?					
1.13	Are the fire extinguishers suitable to the type of fire that may occur [Carbon dioxide for electrical fires]?					
1.14	Are fire extinguishers serviced regularly?					
1.15	Are smoke detectors installed?					
1.16	Does regular housekeeping reduce rubbish and combustible material accumulation?					
1.17	Are flammable materials properly stored?					
1.18	Is a first aid kit readily available?					
1.19	AED Unit: Is it checked regularly?			Pads expiry date:		
2.	Hazard & Location					
	KITCHEN					
2.1.	Are maintained first aid kits provided? Are there trained first aid attendants?(kitchen)					
2.2.	Are all shelving secured? Are all materials safely stored on the shelves? (kitchen)					
2.3.	Are all floors of a non-slip finish? Are all floors kept clean and degreased? Are all drains clear of debris? (kitchen)					
2.4.	Cutter-- Are all guards in place and in good condition? (kitchen)					

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2.5.	Mixer -- Are guards in place and in good condition? (kitchen)					
2.6.	Knives - Is there safety and process training provided					
2.7.	Stoves - - Do students wear appropriate clothing? Is there adequate ventilation (kitchen)					
2.8.	Ovens -? Do students wear appropriate clothing? (kitchen)					
2.9.	Deep Fryer Do students wear appropriate clothing? Is there adequate ventilation? Is there a cold oil filter system in place? (kitchen)					
2.10.	Warmers : Do students wear appropriate clothing? Is there adequate ventilation					
2.11.	Steamers Do students wear appropriate clothing? Is there adequate ventilation (kitchen)					
2.12.	Large vats - - Do students wear appropriate clothing ? Is there adequate ventilation?					
2.13.	Grills - - Do students wear appropriate clothing ? Is there adequate ventilation					
2.14.	Bacteria - Are sanitation cleaning procedures thoroughly trained? (kitchen)					
2.15.	Shelving - Are all shelving units in the walk in coolers and freezers secure? Are all materials safely stored? (freezer)					
2.16.	Freezer Door - Are all freezers equipped with emergency open trip handles? (freezer)					

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2.17.	Shelving- Are all shelving secured? Are all materials safely stored on the shelves? (storage)					
2.18.	Floors- Are floors in dish washing area kept clean? Are grip mats provided? Are they in good condition and lying flat?					
2.19.	Cooking substances- Is there an eyewash station located in the kitchen area?					
2.20.	Are all cleaning chemicals clearly labeled? Are they are stored in a safe and proper manner? (janitors closet)					
21.	Are there adequate fire extinguishers for the area?					
2.22.	Are safety posters displayed?					
3.	MEAT PROCESSING					
3.1.	Power saw cutter- Are all guards in place and in good condition? Is there an ESD system installed? Are safety signs posted? (meat dept.)					
3.2.	Meat Grinder- Are all guards in place and in good condition? Is there an ESD system installed? Are safety signs posted? (meat dept.)					
3.3.	Meat slicer- Are all guards in place and in good condition? (meat dept.)					
3.4.	Meat Retrieval rack- Do workers wear all oprpriate PPE? (meat dept.)					
3.5.	Vacuum Sealer- Is there adequate training and supervision? (meat dept.)					
3.6.	Smoke House Do workers wear gloves? Is there adequate ventilation? (meat dept.)					

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3.7.	Tenderizer Are all guards in place and in good condition? (meat dept.)					
3.8.	Cooler door- Are all cooler doors provided with emergency open trip handles? (meat dept.)					
3.9.	Heavy items including equipment- Are instructions provided in the handling of heavy items? Are all carts in good condition? (meat dept.)					
3.10	Sausage stuffer/linker- Is safety training provided? Are safety posters located near stuffer? (meat dept.)					
3.11	Sausage Mixer- Are there safety posters? Is there a door interlock installed on mixer? Is there an ESD installed (meat dept.)					
3.12.	Shelving- Are all shelving secured? Are all materials safely stored on the shelves? (meat dept.)					
3.13.	Knives hand tools-- safety and process training provided? Is there 1 to 4 student/instructor supervision?(meat dept.)					
3.14.	Meat Store Freezer- Are jacket and gloves worn when entering freezer? Are safety trip handles installed in freezers? (meat shop)					
4.	BAKERY					
4.1.	Mixer Are all guards in place and in good condition (bakery)					
4.2	Stove- Is adequate ventilation provided? Is there a fire extinguisher located nearby? (bakery)					
4.3.	Oven- Is adequate ventilation provided? Is there a fire extinguisher located nearby? (bakery)					

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4.4.	Dough Cutter- -- are all guards in place and in good condition (bakery)					
4.5.	Knives- Is there safety training and process training provided? Is there adequate supervision? (bakery)					
4.6.	Shelving- Are all shelving secured? Are all materials safely stored on the shelves? (bakery)					

Signature: _____