FIRE SAFETY RISK ASSESSMENT

FOR

Just Catering

Membership Number **13850**

Responsible Person - **Carl Gauntlett**

Unit Name	Creation Date	Next Renewal Date
Just Catering	26/Nov/2021	04/Nov/2022

As part of managing the fire safety in our business we understand that we must understand and control the risks in our workplace. To do this we have thought about what might cause harm to people and documented it in this risk assessment and have attempted to take reasonable steps to prevent that harm.

This should be inserted in Section 9 of your Due Diligence Folder

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Heating equipment

Heating Equipment						
Hazard	**Who / what would be at risk?**	**Cause of risk**	**How could we control / minimise the risk?**	**Checks to be put in place to ensure that the risks are minimised and by whom**	**Corrective action required**	**Date corrective action carried out and by whom**
Heating equipment's source of ignition	Staff. Public. Damage to your equipment. Damage to other traders' equipment. Damage to infrastructure.	Equipment sited near to flammable materials.	Do not site near any flammable material.	Survey site prior to use and inspect regularly.		
		Using equipment in areas or ways not suitable according to manufacturer's instructions.	Only use and install as per manufacturer's instructions. Ensure adequate ventilation.	Provide appropriate training and appoint responsible persons.		
		Not maintaining equipment in accordance with manufacturer's instructions.	Annual PAT testing and servicing according to manufacturer's recommendations.	Keep equipment service records up to date and diarise services.		
		Loose wiring / electrical overloading.	Having installation checked and certified regularly.	Keep electrical test certificates and conduct visual checks on leads and connectors prior to use.		

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Electrical equipment

Electrical Equipment						
Hazard	**Who / what would be at risk?**	**Cause of risk**	**How could we control / minimise the risk?**	**Checks to be put in place to ensure that the risks are minimised and by whom**	**Corrective action required**	**Date corrective action carried out and by whom**
Electrical equipment's source of ignition.	Staff. Public. Damage to your equipment. Damage to other traders' equipment. Damage to infrastructure.	Faulty wiring of installation or appliance, i.e. loose cables or connectors. Cable chaffing due to incorrect installation. No RCD fitted.	Annual electrical inspection and certification. PAT testing on either 6 or 12 month cycle according to appliance type.	Keep equipment service records up to date. Keep electrical test certificates for 3 years. Conduct daily visual checks on leads and connectors.		
		Overheating appliances due to insufficient ventilation or excessive/incorrect use.	Training on how appliances should be used and for what purpose. Ensuring that equipment is fit for purpose.	Check plug temperatures. If they are running hot, turn them off and reconsider the loads being applied.		
		Extract canopies not being interlocked with equipment.	Interlocking and ventilation are a legal requirement and will be looked at as part of the annual inspection process.	Keep equipment service records up to date. Keep electrical test certificates for 3 years.		

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Gas appliances

Gas Appliances						
Hazard	**Who / what would be at risk?**	**Cause of risk**	**How could we control / minimise the risk?**	**Checks to be put in place to ensure that the risks are minimised and by whom**	**Corrective action required**	**Date corrective action carried out and by whom**
Fuel fire.	Staff. Public. Damage to your equipment. Damage to other traders' equipment. Damage to infrastructure.	Overfilling fryers.	Staff training on safe use and emptying of fryers.	Provide appropriate training and keep records.		
		Poor cleaning leading to a build-up of combustible debris or grease.	Strict adherence to the cleaning rota.	Check daily that cleaning rota is adhered to and diarise service visits.		
		Using appliances for a purpose not intended by manufacturer.	Annual gas safety check by a Gas Safe engineer.	Keep equipment service records up to date. Keep Gas Safe inspection report for 3 years.		
		Using non CE-approved appliances.				
		Insufficient ventilation of equipment				
		Extract canopy interlocks not being fitted.				
		Poorly maintained appliances.				
		Improper installation of appliances.	Not moving equipment unless on quick release valved couplers. No DIY equipment servicing.			
		Spillage of hot oils when emptying fryers.	Appropriate training on appliance use.	Assess training needs and retrain wherever necessary.		
		Combustible materials left near to open flame devices	Use of notices by devices with an open flame. Staff training and fire safety awareness.	Ongoing vigilance. Visual inspections before, during and after shift.		

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Combustible materials

Combustible materials						
Hazard	**Who / what would be at risk?**	**Cause of risk**	**How could we control / minimise the risk?**	**Checks to be put in place to ensure that the risks are minimised and by whom**	**Corrective action required**	**Date corrective action carried out and by whom**
Sources of ignition.	Staff. Public. Damage to your equipment. Damage to other traders' equipment.	Packaging / fuel / cooking oil / waste stored incorrectly.	Don't allow waste packaging to accumulate. Keep it tidy and away from the public and ignition sources like generators.	Visual checks before and during service to ensure that waste packaging is not accumulating in an unsafe place.		
		Fryers overheating.	Ensure fryers are maintained and checked correctly.	Regular checks to ensure over-temperature cut-outs are working.		
		Hot oil discharged from fryers into unsuitable containers.	Ensure that hot oils are allowed to cool to a temperature where they can be handled safely.	Documented process for handling hot oils.		
		Incorrect disposal or storage of waste packaging.	Training and vigilance.	Visual checks to ensure supplies are stored correctly away from heat sources.		
		Excess amount of LPG cylinders stored or secured incorrectly.	Store generator fuel away from heat source or direct sunlight and away from any public access. Only take adequate primary fuel (and the same in reserve) to site.	Visual checks to ensure fuel supplies are stored correctly and not near a potential ignition source and / or public access.		
		LPG cylinders not protected from public.	Secure LPG cylinders away from public access.	Visual checks to ensure fuel supplies are stored correctly.		
		Arson.				

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Firefighting equipment

Firefighting Equipment						
Hazard	**Who / what would be at risk?**	**Cause of risk**	**How could we control / minimise the risk?**	**Checks to be put in place to ensure that the risks are minimised and by whom.**	**Corrective action required**	**Date corrective action carried out and by whom**
Spread of fire.	Staff. Public. Damage to your equipment. Damage to other traders' equipment. Damage to infrastructure.	Lack of / incorrect firefighting equipment.	Provide correct and suitably-sized fire extinguishers.	Regular checks to ensure all firefighting equipment is fit for purpose and positioned correctly.		
		Out of date firefighting equipment.	Keep a fire extinguisher maintenance programme.	Equipment register showing that fire extinguisher maintenance is carried out (and instructing when it should be).		
		Lack of training in use of firefighting equipment.	At least one person on shift should be trained in firefighting equipment use.	Review the training register and keep it up to date.		
		Unclear or non-existent evacuation and notification procedures.	Provide an evacuation procedure and notice.	Training and annual review of risk assessment.		

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