

FOOD SERVICE SAFETY TIPS

1. Do the employees understand the basic principles of safety and the company's safety policy?
2. Do the employees know the hazards associated with their duties and related equipment?
3. Are accidents and near accidents promptly reported and recorded for management action?
4. Do employees properly report all injuries?
5. Are employees instructed, counseled and reminded about safety on the job through safety meetings, on-the-job safety training, posters or newsletters?
6. Do you have a recognition or award program for good employee or departmental safety records?
7. Are employees encouraged to report hazards and suggest safety improvements?

Non-Food Supplies

1. Are non-flammable solvents used for hoods, fans, ducts and grease removal devices?
2. Are paints, varnishes, thinners and other flammable liquids stored in covered containers in an approved U.L. Listed cabinet?
3. Are Material Safety Data Sheets (MSDS) readily available for all chemicals on-site, and do employees know how to read them?

Receiving Area

1. Are hand-trucks, carts and dollies used for receiving food and supplies in good repair?
2. Are loading dock and entryway floors free from holes or obstructions?
3. Is the loading dock and receiving area free from accumulated trash?
4. Is the receiving area lighted for night deliveries?
5. Is care taken not to load hand-trucks to the point of being a hazard to the handler?
6. Are chocks provided to keep trucks or dollies from rolling during loading or unloading?

Baking Area

1. Are floors dry, clean and non-slippery?
2. Are baking supplies kept out of trafficways?
3. Are empty food containers removed promptly from the area?
4. Are dough mixers switched off and unplugged before adding ingredients, removing dough or cleaning machine?
5. Is area around mixers uncluttered by cartons and containers?
6. Are ingredient bins kept out of aisleways?
7. Are filters over fryers cleaned regularly and free of accumulated grease?
8. Are equipment guards utilized when operating equipment?

Vegetable Preparation Area

1. Are floors clean and dry, and kept free from peelings and other food scraps?
2. Is electrical equipment properly grounded?
3. Is cutting and chopping equipment being used properly with guard in place?
4. Do employees operate and clean the machines in a safe manner? Do employees shut off and unplug machines before removing food or before cleaning?
5. Are employees forbidden to use machines unless they have been instructed on their use and hazards?
6. Is pusher or stomper, instead of hands, being used to feed food into chopper or grinder?
7. Are empty food crates or cartons removed from the area?
8. Are knives and butting blades not left unattended in filled sinks?
9. Are knives that are not in use safely stored?
10. Are knives kept properly sharpened?

Meat Cutting Area

1. Are floors clean, dry and kept free from meat trimmings?
2. Are meat containers out of aiseways and not creating a hazard?
3. Are knives kept properly sharpened?
4. Are knives that are not in use safely stored?
5. Is tamper or stomper being used to push meat into grinder?
6. Is grinder shut off and unplugged before clogged blades are unjammed?
7. Are machines turned off when not in use or unattended?
8. Are cutting attachments firmly fixed and guard in place before cutting machines are used?
9. Are cutting and grinding machines disconnected from power sources before cleaning?

Food Preparation and Service Area

1. Are floors dry, clean and free from grease?
2. Are aiseways and trafficways free from obstacles and obstructions?
3. Are counters, steam tables and other equipment free from sharp corners?
4. Are guards for cutting, chopping, slicing and grinding machines in place and in use?
5. Do employees know how to use equipment that their duties require them to use?
6. Do employees know the safeguards and hazards that pertain to each type and piece of equipment?
7. Is all food preparation equipment in good repair and performing satisfactorily? Is all electrical equipment properly grounded?
8. Are knives being properly used? Do employees refrain from using knives to open cans?
9. Are knives that are not in use safely stored?
10. Is lighting adequate and appropriately guarded?
11. Are employees using potholders for handling hot pots and pans?
12. Are handles of saucepans, fry pans, etc. in use not protruding into aisle space?
13. Are handles of cooking utensils tight?
14. Are grease filters free from accumulated grease?
15. Are grease receptacles being emptied regularly?

Dining Area

1. Are service doors adequately marked to insure safe traffic patterns?
2. Are tray stands and service carts in good repair and not obstructing traffic?
3. Are floors free from food spillage, silverware, broken glassware, loose mats, torn carpets or other hazards?
4. Is chipped or cracked glassware or dishware thrown away?

Warewashing Area

1. Are floors free from excessive water and spillage?
2. Is ventilation adequate to remove steam and dampness?
3. Are trafficways unobstructed by pans, dish tubs, racks or other obstacles?
4. Is broken dishware or glassware being promptly and safely picked up and disposed of properly?
5. Is supplemental flooring in good repair and not creating a tripping hazard?
6. Are employees trained in safe use of cleaning compounds and drying agents?
7. Are all electrical units and switches properly grounded?
8. Are transport carts in good repair?

Garbage, Trash Storage and Disposal Area

1. Is disposal area free from broken glass, metal cans and food spillage?
2. Is safe access to garbage and trash containers maintained?
3. Are gloves used when handling cans and broken glassware?
4. Are employees using steam jet or steam hoses instructed in their safe use?
5. Do employees operate compactors in a safe manner, properly using guards and protective devices?
6. Is smoking forbidden in trash storage area?
7. Is combustible trash accumulated away from the building?

Source: National Restaurant Association