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| If control measures aren’t implemented and effective  it is rated **HIGH RISK** (10 ): Severity(5 ) x Likelihood(2 ) |

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| Groups at risk  • All club members  • Visitors/guests in close  proximity to the preparation area | Hazards  • Contact with steam, hot  water or hot surface - Skin  burns, scalds, eye damage  • Electric shock  • Explosion | Practices resulting in hazards  • cleaning the preparation area  • Non- Maintenance of kettles  • poor housekeeping within the area  • poor setting down of contains of hot liquid |

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| Control Measures  • Personnel instructed and trained in using the preparation area  • the kettles must be sited in a suitable location to ensure that it can be easily accessed by  the users. Do not site the kettles at eye level as this could increase the risk of steam injuries in  the eyes.  • Any equipment that is not hard wired must be subject to Portable Appliance Testing (PAT) on  prescribed frequency.  • If the equipment breaks down it must be switched off, labelled out of use and reported.  • Repairs must be carried out by a competent person.  • Care must be taken when using or cleaning to prevent burns and scalds.  • Do not put your hands near the steam outlet whilst it is in operation.  •The cup/mug can also get very hot whilst it is in use so care must be taken. The cup/mug must be  stored on a flat clean surface.  • Take care when pouring as the water may be hot.  • DO NOT store combustible items or plastic on, or next to, any kettles.  • All personnel using the hot drinks area must be competent in the correct use of all equipment. |

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| **After Control Measures:** Severity(5 ) x Likelihood(5 )  LOW RISK(25 ) |

Responsible Person: T P Aston. Responsible Person Signature: Tim Aston

Date 03 December 2021 – To be reviewed annually.

Review Date:

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