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| **Safety Task Card** | | | | |
| **CAT 30** | **Use and Cleaning of Barista Expresso machine** | | | |
| **Workplace Safety Hazards** | | | | |
| What are the hazards? | | | How might they be harmed? | |
| Electrical hazards  Spillages of hot water/ wet surfaces  Steam arms  Pressure vessels  Manual handling  Cleaning products  Contact through contaminated water supply | | | Electric shock  Slips, trips and falls  Bruising, flesh wounds  Explosion  Burns and scalds  Irritation to skin and eyes  Legionella | |
| **Safe System of Work** | | | | |
| * Barista machines to be sited so that people can use them without over reaching and without being jolted by others. * In order to prevent burns and scalds push down grind in group handle remove excess grind by lightly sweeping top of group handle with hand do not press down as metal may be hot , keep your hands away from the group head until the coffee has finished filtering. * While steaming the milk only use the correct metal jug and be aware the steam arm remains hot after use. * Check using correct allocated /ID’s steam arm for use with normal, decaffeinated or soya * Before using steam arm purge steam – pointing nozzle away from you. When finished wipe and purge again with nozzle pointing away from you and push back the steam arm to prevent collision when passing the machine. * Barista expresso machines to be maintained by competent persons and in accordance with manufacturer's guidance. Annual pressure test to be inspected by a competent person in accordance with a written scheme of examination. * Descaling completed as recommended by engineer. * Machines be cleaned only by trained employees, all those involved in the cleaning and must complete the Hand and Arm Protection Safety Conversation 1 and the Preventing Burn and Scald Injuries Safety Conversation 3. * Provision and use of a suitable container or safe means of carrying hot beverages to prevent burns or scalds, e.g. trays, cup holders/clutches, saucers, polystyrene or heat resistant cups to be offered at point of sale. * Appropriate PPE to be worn when cleaning REF: task cards on coffee machine cleaning. * Machines must not be left unattended when cleaning programmes are in progress. * Cups used for beverages must be of a suitable size so that drinks do not overflow when being served or held- disposable cups must not be stored above the machine as this can affect the structure of the cup. * Spillages cleaned up as they occur and wet floor warning signs used when appropriate. * Implementation of “COSHH” procedures when using cleaning chemicals. * Implementation of the Safe System of Work/Control Measures in Electrical Safety Risk Assessment, Ref. MAN 05, including an annual PAT test and annual pressure test. * Make it tight lid guidance on service of hot drinks. * Ensure the legionella Risk assessment has been completed by the duty holder or landlord and any issues or concerns highlighted to the site team. | | | | |
| **Site Specific Actions**  List any actions required in addition to the above safe system of work | | | | |
| Type of machine used on site: | | | | |
| The above control measures are implemented within my unit. All relevant staff are aware of these control measures and this is recorded in the training record for this safety task card. | | | | |
| Unit Manager Name | | Signed | | Date |

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| **Safety Card Training Record** | | | |
| **CAT 59** | **Use and Cleaning of Barista Pressure machine** | | |
| I confirm that I fully understand the risks and control measures associated with the task  and that I will follow the Safe System of Work at all times. | | | |
| Operative Name | | Signature | Date |
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