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| **Safety Task Card** |
| **CAT13** |  **Hot Water Boilers & Urns** |
| **Workplace Safety Hazards** |
| What are the hazards? | How might they be harmed? |
| Contact with hot equipmentSlips and falls from spillagesElectric shock and burnsFire and explosionExplosion risk from pressure vessels | BurnsScaldsElectric shockBack and muscle strainExplosion risk  |
| **Safe System of Work** |
| * Water boilers and urns are only to be used by trained employees.
* Follow manufacturer's user instructions where these are available
* Water boilers and urns to be maintained by competent persons and in accordance with manufacturer's guidance where available, including descaling.
* If necessary, pressurised water boilers to be inspected in accordance with a written scheme of examination by a competent person at appropriate intervals.
* Water boilers and urns to be suitably positioned away from busy walkways and at a convenient height for the user. They should be placed on a stable level surface and away from the table edge.
* Sufficient clearance between the tap and surface to allow the equipment being filled to be placed directly beneath the dispense tap.
* Wherever practicable, the container should be placed on a surface beneath the dispense tap whilst it is being filled and not held, in order to avoid the risk of scalds to the hands.
* Suitable drip tray to be kept in position under the tap
* Spillages to be cleaned up as they occur, and wet floor warning signs used when appropriate.
* Electrical leads to be positioned where they will not be accidentally pulled or create tripping hazards or strain placed on it or the connections, or be exposed to heat.
* Oven gloves/cloths to be used when handles to containers may become hot as the container is filled with hot water.
* Power sockets and connections to electrical equipment to be positioned or protected where they will not be affected by splashes or accidental spillages.
* Implement the Safe System of Work/Control Measures in the Electrical Safety, Ref. MAN 05 and Gas Safety, Ref. COM 03. Risk Assessments
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| **Site Specific Actions**List any actions required in addition to the above safe system of work |
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| 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** |
| **CAT13** |  **Hot Water Boilers & Urns** |
| I confirm that I fully understand the risks and control measures associated with the taskand that I will follow the Safe System of Work at all times.  |
| Operative Name | Signature | Date |
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