

Risk Assessment

Machine >>
Coffee Machine

Assessment Carried out by:

Assessment:

Department/Location:

Document Printed:

26 April 2016

Manager's Name:

HAZARD	CONSEQUENCES	RISK	WHAT BE NEEDED	CONTROLS	FURTHER ACTION
<ul style="list-style-type: none"> Coffee machine 	<ul style="list-style-type: none"> Burns Scalds Electrocution Fire 	High		<ul style="list-style-type: none"> Train staff in correct usage procedures Regular checks of machine's cleanliness Immediate faults reporting process 	<ul style="list-style-type: none"> Service and clean machine regularly

Additional notes:

<<Insert additional notes, action points and suggestions.>>

Initiated by:

by:

Signature:

re:

Date :

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