



PLACEMENT CHECKLISTS

Bakery Safety Checklist

What to look for:

Look at all areas and consider the points indicated below. Some parts may not apply.

Use a check mark to indicate that an item is OK.

Use an X to indicate items that are unacceptable or need further assessment.

- Are normal hygienic food procedures being followed such as personal body and head coverings, general cleanliness, proper waste disposal procedures, sanitation procedures and refrigeration of perishables being followed?
- Are floors clean and free of spilled powders or liquids?
- Are measures in place to avoid spills and in the event of a spill occurring of to ensure the spilled materials are cleaned up quickly?
- Are floors and aisles free of obstacles and uneven surface areas?
- Are mechanical aids such as carts, movers and lift trucks available to assist with lifting and moving heavy materials?
- Do the hand trucks have their casters set back to avoid catching people's feet?
- Are operational procedures and personal protection available for the proper use of cleaning chemicals? Is training provided?
- Are the handles of bake racks positioned so that the operator's hands do not extend beyond the outer edge of the frame?
- Are proper storage places, away from the worktables, provided for knives?
- Is mesh hand protection required when using knives?
- Are goods stacked neatly, in a manner to ensure stability and no higher than normal reach?
- Are guards (covers) provided over reciprocating-blade or rotational slicers? Is there an interlocking arrangement so that the machine cannot operate unless the covers are in place?
- Are all dough mixers designed to require the use of both hands on the controls when the agitator is in motion and while the bowl is opened more than one-fifth of its total opening? Are lockouts provided to prevent accidental start-up when cleaning or servicing?
- Are all belts, chains, gears, pulley sprockets, conveyors and other moving parts on all equipment provided with guards?
- Are lifting devices available to move bowls in and out of the mixing position and to and from other work stations?
- Do dough brakes have emergency stop bars at the table end or other safety devices designed to stop the rollers if the operator slips and falls or gets his/her hand caught in the rollers?



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Bakery Safety Checklist *Continued*

- Are routine inspections conducted using written inspection report forms to ensure maintenance is carried out and safe conditions are maintained?
- Are all grease vapour producing cooking equipment such as donut machines, grills, and fryers equipped with ventilation and an approved automatic extinguishing system?
- Are all high temperature equipment equipped with high temperature cut-off devices which cut off the fuel or power source if the upper safe limit is exceeded?
- Are all hot water, steam, and any other hot pipes or exposed vessels labelled and guarded to protect employees' contact?