JOB HAZARD ANALYSIS - Task Specific

Western

☐ NEW ☒ REVISED

WORKPLACE TASK TO BE ANALYSED	WESTERN HAZARD CATEGORY*	DATE:
Serving Coffee - Tableside	Energy Hazards	May-21
DEPARTMENT	**HAZARD TYPE***	**WRITTEN BY:**
Hospitality Services	Heat	Committee
WESTERN JOB CLASSIFICATION*	**LOSS POTENTIAL RATING***	**REVIEWED BY:**
Culinary Support	Moderate	Jim Ross
REQUIRED EQUIPMENT AND/OR PERSONAL PROTECTIVE EQUIPMENT	***refer to Stantec Specific Job Report**	**MGMT APPROVAL:**
Coffee Thermos / Cup and Saucer		

SEQUENCE OF TASK	POTENTIAL HAZARDS	ACTION OR PROCEDURE
Ensure coffee is finished brewing before filling thermos	Burn	Allow coffee to complete brewing cycle
Pick up cup and saucer from table, hold away from table and guest		Ensure proper spacing to pour
Pour coffee into cup from thermos	Spills / Burns	
Place cup and saucer back on table in front of guest		
Return thermos to flat stationary surface	Spill	