

JOB HAZARD ANALYSIS - Task Specific



NEW

REVISED

WORKPLACE TASK TO BE ANALYSED

Use and Operation of Cappuccino Machine

WESTERN HAZARD CATEGORY*

Energy Hazards

DATE:

May-21

DEPARTMENT

Hospitality Services

HAZARD TYPE*

Steam

WRITTEN BY:

Committee

WESTERN JOB CLASSIFICATION*

Culinary Support / Supervisor / Lead

LOSS POTENTIAL RATING*

Moderate

REVIEWED BY:

Jim Ross

REQUIRED EQUIPMENT AND/OR PERSONAL PROTECTIVE EQUIPMENT

*refer to Stantec Specific Job Report

MGMT APPROVAL:

SEQUENCE OF TASK

POTENTIAL HAZARDS

ACTION OR PROCEDURE

Remove espresso handle from machine, keep hand on insulated handle	Burns from contact	Follow processes accurately
Empty used espresso grinds into designated garbage		
Fit handle from espresso dispenser and carefully return to slotted area in machine	Burns from steam	If handle does not lock in place, it can be knocked out of place
Make sure that it is fully locked into position		
Place proper cup under dispensing nozzle on the catch tray		
Select desired brew		
Remove milk from fridge in metal steaming container		
Using the guard, aim steam away from person(s) in the area	Burns from steam	
Give one blast of hot air to flush out condensation.		
Place wand into surface of milk and steam		
Make sure that the temperature has reached the optimum degree by using a thermometer.		
Carefully move container up and down to ensure the milk does not overflow or overheat.	Burns from contact	

Carefully move espresso from machine and place cup in designated area	Burns from contact	Ensure that there is adequate space to work
Holding handle carefully, pour steamed milk using a spoon to hold back the foam.		
When filled to proper level (¾ full) use spoon to add the milk foam to the cup. Be careful not to overfill the cup. Add cinnamon or cocoa and then top with proper sized plastic lid.		
Replace milk back into fridge, warning people in area, you are carrying hot liquid.	Burns from contact	Ensure walkway is clear of obstacles
Empty grinds from espresso machine and replace handles		
Clean steaming spout by carefully giving a blast of air to remove condensation and then using a thick dedicated cloth to clean more		Follow proper cleaning procedures