

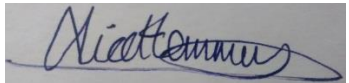


PART 1


	CAG PROJECT RISK ASSESSMENT									
	CAG Name: Abundance					Activity: Botley community fridge				
	Date: 3 Feb 2017 – 30 June 2017 (or until taken over by the Association for Botley Communities CAG, whichever is earlier)					Location: St. Peter & St. Paul Church, West Way, Botley				
	Risk assessment completed by: Riki Therivel, community fridge coordinator					Signed: 				
	Risk assessment reviewed by: Alice Hemming (The CAG Project)					Signed: 				
IDENTIFIED HAZARD	HAZARD APPLIES TO:	likelihood	Severity	Risk	CONTROL PROCEDURES	Revised Likelihood	Revised Severity	Revised Risk		
1. Equipment, furniture and building/location hazards										
Electric shock from refrigerator	CAG members, volunteers	2	3	6	<ul style="list-style-type: none"> Fridge is located indoors All electrical and electronic equipment used will be subjected to a PAT test where possible or a visual check during set-up, to ensure that there are no loose wires, cracked casings etc. Faulty equipment will not be used. Sockets must not be over-loaded and electrical equipment should be turned off and unplugged when not in use and at the end of the activity. 	1	3	3		
Physical injury – burns, cuts, food spills, trips	CAG members, volunteers	3	3	9	<ul style="list-style-type: none"> Fridge located in an alcove in the church, where it can be used without affecting other church activities Notice to not overfill the fridge and stack food securely Daily checks of fridge cleanliness and temperature 	2	3	6		
2. Hazards related to food										

Food poisoning including sickness from contamination, poor food hygiene and use of food in the fridge	Public	4	4	16	<p>These have been agreed with the Vale of Whit Horse environmental health officer, who herself consulted with the Food Standards Agency, and two other environmental health officers (Oxford as they may be hosting 1-2 community fridges; and Frome as they have the first UK community fridge)</p> <ul style="list-style-type: none"> • Daily cleaning schedule, temperature check, documentation in a logbook • Separate shelf spaces for different food categories • Cleaning equipment provided to clean food packaging before it is put into the fridge, if necessary • 'Use by' labels are provided to participating restaurants and by the fridge • Notices on the fridge, in the parish newsletter, and (once the Botley CAG takes the fridge over) on the CAG website: <ul style="list-style-type: none"> ○ For food providers, about permitted foods and food handling ○ For food taker, tips on how to check whether food is good to consume • No high risk food allowed • Cooked food allowed only by 'registered food businesses' (3 star or above). Discussion with these to ensure that they use correct food handling and storage procedures • Nearby bin to manage food that has gone out of date 	3	3	9
Allergic reactions leading to illness and in extreme cases death	Public	3	5	15	<ul style="list-style-type: none"> • Food and ingredients clearly marked so that they're aware of potential allergens. 	2	5	10
Malicious food contamination	Public	2	5	10	<ul style="list-style-type: none"> • Fridge located in a public location that has regular footfall • Closure at night 	1	5	5
3. Cleaning and chemical hazards								
Chemical burns or poisoning from contact with irritant or poisonous cleaning product	CAG members, volunteers	2	3	6	<ul style="list-style-type: none"> • Care should be taken by CAG members and volunteers when cleaning and using chemical cleaning products to avoid splashing on skin or ingestion. Protection equipment such as gloves to be worn where appropriate. • Cleaning product kept by CAGs must be stored out of reach of children and animals. CAGs should avoid using chemicals and substances that are classified as "hazardous to health" as defined by the Control of Substances Hazardous to Health (COSHH) Regulations 2002. 	1	3	3
4. Misuse of food or venue, e.g. food sold on, petty vandalism	Public	2	1	2	<ul style="list-style-type: none"> • Fridge located in a public venue that has regular footfall • Note on door stating that food is not meant to be for personal gain • Note on door asking church users to notify the project manager if they notice misuse • In case of persistent misuse, removal of fridge 	1	1	1
<p>Guidance: Likelihood is scored between 0 (no risk) – 5 (inevitable). Severity is scored from 0 (no risk) – 5 (very severe). Risk score = Likelihood X Severity. Revised risk score: < 8 = satisfactory – activity can proceed control procedures in place</p>								

8 > 12 = acceptable - be vigilant and stop activity if extra risk occurs,

> 12 = unacceptable - activity should not go ahead

PART 3

	CAG Project Risk Assessment - ON SITE AMENDMENT SHEET								
	CAG Name: Abundance								
	Activity: Botley Community Fridge								
	Date: 3 Feb 2017 – 30 June 2017 (or until taken over by the Association for Botley Communities CAG, whichever is earlier)								
	Location: St. Peter & St. Paul Church, West Way, Botley								
	Amendment sheet completed by: [Insert name and position/role]								
	Signed: [Please sign hard copy]								
IDENTIFIED HAZARD	Hazard Applies to:	likelihood	Severity	Risk	CONTROL PROCEDURES	Revised	Revised	Revised	
						Likelihood	Severity	Risk	

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Guidance:

Likelihood is scored between 0 (no risk) – 5 (inevitable). Severity is scored from 0 (no risk) – 5 (very severe). **Risk score = Likelihood X Severity.**

Revised risk score: **< 8 = satisfactory** – activity can proceed control procedures in place

8 > 12 = acceptable - be vigilant and stop activity if extra risk occurs,

> 12 = unacceptable - activity should not go ahead