



Food Manufacture

Health and Safety, COSHH and Fire Awareness

Lesson 1

This course is suitable for everyone working in food manufacture or wanting to work in the industry, it explains the important subjects of health and safety, COSHH and fire awareness

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Learning Objectives

- Define the purpose of health and safety in a food factory
- Recognise what is included in a health and safety policy and manual
- Compile the employers and employees responsibilities in regards to health and safety
- List types of staff training related to health and safety
- Investigate causes of accidents and risk factors





Learning Objectives

- Understand how to report an accident correctly
- Outline the RIDDOR legislation and what accidents are relevant to it
- Recognise the purpose of risk assessments and how to carry out a risk assessment
- Describe the function of different PPE worn in a factory
- Understand the purpose and different types of safety signs





Learning Objectives

- Recognise the causes, prevention and action to be taken with fires
- State the causes and preventative action taken regarding electrical accidents
- Outline the importance of COSHH and what it involves
- Identify the causes and preventative actions taken regarding transport and handling accidents
- Understand health risks associated with display screens and how to prevent them





Health and safety is a set of rules and procedures which aim to stop any accidents and injuries from occurring.





In a food factory the physical and mental wellbeing of everyone is protected through health and safety rules and procedures.





There are several reasons for having a health and safety system in a factory these are:

- Prevent accidents and injuries
- Criminal liability
- Civil liability
- Moral responsibility
- Prevent poor business and machinery/equipment breakages
- Staff retention
- Keep insurance rates down
- Adhere to standards e.g. BRC standard



There are lot's of accidents and injuries of people at work, some even resulting in death. Lot's of these could have been prevented. The employer has a responsibility to try to prevent these accidents and injuries or they could be prosecuted. Breaches of health and safety can result in unlimited fines and even prison sentences.





Food factories have a health and safety policy which states how health and safety is managed in the business whilst complying with the law. The health and safety policy should be reviewed every year to make sure the business stays compliant.





The health and safety policy will include:

- Risk assessments
- Maintenance of building, equipment and machinery
- Safe handling of substances
- Instruction and supervision
- Responsibilities
- Training
- Accidents and first aid
- Hazard and risk monitoring
- Emergency procedures



Food factories also have a health and safety manual this contains all the health and safety information for the business.





A health and safety manual contains:

- All health and safety processes
- All policies and procedures related to health and safety
- Safety systems
- Advice and guidance on health and safety issues



In a food factory a health and safety law poster will be displayed so everyone can see it. It tells employees and their employer what they need to do in regards to the health and safety laws. It also states who is the work place health and safety representative.





The business also ensures it has the appropriate up to date insurances in place should any health and safety issues occur.



The employer has lot's of responsibilities to staff in regards to health and safety some of the most important are:

- Complete risk assessments and reduce any risks
- Try to avoid use of manual handling
- Provide supervision, instruction and information
- Provide training
- Set out responsibilities and delegation of authority
- Protect staff's wellbeing e.g. mental health
- Ensure staff rotate their job roles throughout a shift



All staff must have adequate and appropriate supervision whilst working. All staff must know what is expected of them to be able to work safely. Standard operating procedures and work instructions detail how an employee carries out their job role safely and correctly. All staff are trained on standard operating procedures and or work instructions.





It is made clear and communicated to all staff who is responsible for what in the factory. People of authority and their responsibilities are made known through meetings, briefings, training, notice boards and procedures. This is important for health and safety within the factory.





All staff will receive training which will be renewed regularly. It is the employers responsibility to monitor and control training of all staff.





Staff training related to health and safety:

- Health and safety awareness
- Manual handling
- Fire awareness
- COSHH
- First aid
- Standard operating procedures and work instructions
- Risk assessments
- Higher level health and safety qualifications e.g. IOSH and NEBOSH



The employees have several duties to follow:

- Take reasonable care at all times
- Co-operate with the employer
- Follow any training received correctly
- Report any defects, faults and hazards to the appropriate person
- Keep their work area clean and free from hazards
- Follow any systems of work correctly



Revision Activity 1

List three types of training related to health and safety?