



HIRAC Report

Risk, Health and Safety

Title: Food Science	Authorized By: Liam Mudge / Damon Minotti
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1. Hazard Management Details – General	
This form relates to OHS Procedure – Hazard Identification, Risk Assessment and Control (HIRAC)	
School / Work Location:	Ballarat Tech School (Fed College)
Name of Person(s):	Liam Mudge, Albert Ferguson
Date Conducted:	29/09/2022
Last Reviewed:	March 2022
Next Review Due:	September 2023

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<p>Description of Use:</p> <p>The Ballarat Tech School delivers a range of STEM curriculum projects. Some of these may be hazardous to user's health if safety procedures and lab etiquette are not followed.</p> <p>This document assesses the risk involved with</p> <ul style="list-style-type: none"> • Food handling • Maintaining a Safe Kitchen • Food Experimentation 	<p>Summary of Key Risks: (Refer to appropriate subsections)</p> <ul style="list-style-type: none"> • Entanglement • Electricity • Slips/trips/falls • Biohazard • Shear • Temperature • Food safety
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Risk Assessment Matrix

Assessing OHS Risks

Risk assessments in matters of Occupational Health and Safety* are based on 2 key factors:

- The severity of any injury/illness resulting from the hazard(s), and
- The likelihood that the injury/illness will actually occur.

**Assessment of risk level based on likely severity and probability of harm*

		LIKELIHOOD			
		Very Unlikely Could happen, but probably never will	Unlikely Could happen, but very rarely	Likely Could happen sometime	Very likely Could happen any time
SEVERITY	Death or permanent disability	MEDIUM	HIGH	EXTREME	EXTREME
	Long-term illness or serious injury	LOW	MEDIUM	HIGH	EXTREME
	Medical attention and short-term incapacity	VERY LOW	LOW	MEDIUM	HIGH
	First aid needed	VERY LOW	VERY LOW	LOW	MEDIUM

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2. Documentation		
Relevant Legislation/Standards	Y / N	Comments
Is plant required to be registered?	No	
Is a user license required?	No	
Key reference material:		<ul style="list-style-type: none"> • Fed Uni Covid Safe Plan • Food experimentation. Queensland Government. Department of Education and Training. • Food handling. Queensland Government. Department of Education and Training. • Cooking and maintain a safe kitchen. Queensland Government. Department of Education and Training. • Risk Analysis in Food Regulation. Food Standard Australia New Zealand, 2013 • AS/NZS 3760 In service safety inspection and testing of electrical equipment • VIC DET Safe Food Handling Policy • Australia New Zealand Food Standards Code – Standard 1.1.1

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3. Hazards					
Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
<p>ENTANGLEMENT</p> <p>Can anyone's hair, clothing, gloves, cleaning brushes, tools, rags or other materials become entangled with moving parts of the tools or materials?</p>	Yes	Medium	<ul style="list-style-type: none"> Long hair, loose clothing, rags, cleaning brushes and jewellery could become entangled in the moving parts of the equipment or, could knock over equipment/vessels. Standing mixer may allow user to become entangled as the mixing mechanism is exposed. 	<ul style="list-style-type: none"> Instruct and identify exposed mechanisms to avoid. Ensure hair, loose clothing, rags and jewellery is kept clear of moving parts when in use. Aprons/PPE can be used to restrict loose clothing. Hair ties/hair nets can be used to secure long hair. <p>Ensure inappropriate jewellery and accessories (e.g. bracelets) are not worn when operating equipment.</p>	Low

Commented [LM1]: Order hair ties/nets from WINC etc

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
IMPACT & CUTTING INJURIES Can anyone be crushed/cut/struck etc. due to	Yes	Medium	Equipment and Cutting/Crushing implements may inadvertently come into contact with users.	<ul style="list-style-type: none"> • Users instructed in proper techniques prior to commencement. • Ensure users are supervised while operating cutting/mixing/crushing equipment. • Equipment returned to designated workspace when not in use. 	Low
Material falling off the workspace?	Yes	Medium	Inattentive use of implements/utensils may result in sharp objects falling off work bench and contacting users	<ul style="list-style-type: none"> • Users instructed in proper techniques prior to commencement. • Ensure users are supervised while operating cutting/mixing/crushing equipment. • Equipment returned to designated workspace when not in use. 	Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Uncontrolled/unexpected movement of tools /workspace?	Yes	Medium	Unexpected/sudden movement of cutting utensils may result in inadvertent contact with users.	<ul style="list-style-type: none"> • Users instructed in proper techniques prior to commencement. • Ensure users are supervised while operating cutting/mixing/crushing equipment. • Equipment returned to designated workspace when not in use. 	<ul style="list-style-type: none"> • Low
Lack of capacity to slow, stop or immobilize tools?	Yes	Medium	Improper cutting action may result in cutting utensils making contact with users.	<ul style="list-style-type: none"> • Users instructed in proper techniques prior to commencement. • Ensure users are supervised while operating cutting/mixing/crushing equipment. • Equipment returned to designated workspace when not in use. 	Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
The tools tipping or rolling over?	Yes	Medium	Inattentive use of implements/utensils may result in sharp objects tipping/rolling exposing cutting surface in manner which could cause injury.	<ul style="list-style-type: none"> Users instructed in proper techniques prior to commencement. Ensure users are supervised while operating cutting/mixing/crushing equipment. Equipment returned to designated workspace when not in use. 	<ul style="list-style-type: none"> Low
Parts of the tool disintegrating or collapsing?	Yes	Medium	Damaged/degraded tool/utensil parts could result in unexpected contact with user	<ul style="list-style-type: none"> Users instructed in proper techniques prior to commencement. Ensure users are supervised while operating cutting/mixing/crushing equipment. Equipment returned to designated workspace when not in use. Regularly inspect for damage/degradation, isolate from use any tools/utensils not fit for use. 	<ul style="list-style-type: none"> Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Contact with moving parts during testing, inspection, operation, maintenance, cleaning or repair?	Yes	Medium	Unexpected/sudden movement of cutting utensils may result in inadvertent contact with users.	<ul style="list-style-type: none"> Users instructed in proper techniques prior to commencement. Ensure users are supervised while operating cutting/mixing/crushing equipment. Equipment returned to designated workspace when not in use. Ensure electrical appliances are deenergised and disconnected from a power source before use 	<ul style="list-style-type: none"> Low
Contact with sharp or flying objects? (e.g. work pieces being ejected)	No				

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Inappropriate parts and accessories being used?	Yes	Medium	Inappropriate use may result in unexpected contact with cutting edges.	<ul style="list-style-type: none"> Users instructed in proper techniques prior to commencement. Ensure users are supervised while operating cutting/mixing/crushing equipment. Only use equipment as specified by the manufacturer's instructions. 	<ul style="list-style-type: none"> Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
<p>SHEARING</p> <p>Can anyone's body parts be sheared between two parts of tool, or between a part of the tool and a work piece or structure?</p>	Yes	Medium	Operating equipment such as blenders, food processors, mixing devices and hand held cutting utensils may result in shearing or other damage to users' fingers/hands if used inappropriately	Ensure device is switched off and unplugged from power prior to removing contents/cleaning.	Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
ELECTRICITY Can anyone be injured or burnt due to:	Yes	Medium			
Live electrical conductors? (e.g. exposed wires)	No				
Working in close proximity to electrical conductors?	No				
Access to electricity?	Yes	Medium	<ul style="list-style-type: none"> Live power points are located around the Food & Fibre Lab which may allow access to electricity if treated inappropriately 	<ul style="list-style-type: none"> Induction and supervision of users with access to electrical outlets 	<ul style="list-style-type: none"> Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Damaged or poorly maintained electrical leads, cables or switches?	Yes	Medium	<ul style="list-style-type: none"> Damaged or frayed electrical cables pose an electrical hazard. Electrical cables could become damaged by contact with hot elements or sharp utensils. Ensure electrical cabling is kept clear of all hot/heating elements. Ensure electrical cabling is kept clear of cutting area/sharp objects. 	<ul style="list-style-type: none"> Ensure equipment is regularly serviced, tested and tagged (if not hardwired) and appropriate isolation procedures (e.g. lock out tags) are in place 	<ul style="list-style-type: none"> Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Water near electrical equipment?	Yes	Medium	<ul style="list-style-type: none"> Fluids coming into contact with electrical supplies may result in electrical exposure 	<ul style="list-style-type: none"> Limit amount of excess fluids to avoid spills. Where possible separate use of electrical equipment from liquid sources. Turn off power and thoroughly clean/dry any spills which may occur. 	<ul style="list-style-type: none"> Low
Lack of isolation procedures?	No				

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
ERGONOMICS	Yes	Medium			
Can anyone be injured due to: Poorly designed workstation?	Yes	Medium	<ul style="list-style-type: none"> Design of workstation does not allow for adequate space to perform tasks. 	<ul style="list-style-type: none"> Relocate work to ensure adequate space for tasks. Move equipment to allow adequate space for tasks 	<ul style="list-style-type: none"> Low
Repetitive body movement?	Yes	Medium	<ul style="list-style-type: none"> Repetitive Strain Injuries 	<ul style="list-style-type: none"> Users should avoid prolonged application of force, reassess appropriateness of tool/equipment. 	<ul style="list-style-type: none">
Constrained body posture or the need for excessive effort?	No				

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Design deficiency causing psychological stress?	No			•	•
Inadequate or poorly placed lighting?	Yes	Medium	<ul style="list-style-type: none"> Poor lighting may result in inadvertent exposure to hazardous suffuses, cutting edges and hot/cold surfaces 	<ul style="list-style-type: none"> Ensure adequate lighting to perform task. Additional lighting may be required if ambient/room lighting is insufficient 	• Low
Does the activity impact on the surrounding workplace and create potential hazards? (Consider safe access and egress from plant, workflow and design of the workplace)	No				
Is the location of the workplace inappropriate? (Consider potential effects due to environmental conditions and terrain)	No				

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Hazards Inspected	Initial Risk	Description of Risk	Control Measures	Residual Risk
<p>RADIATION</p> <p>Can anyone using the tool, or in the vicinity of the tool suffer injury or illness due to exposure to radiation in the form of any of the following:</p> <ul style="list-style-type: none"> • infra-red radiation • ultra violet light • microwave 	No			

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Hazards Inspected	Initial Risk	Description of Risk	Control Measures	Residual Risk
FRICITION Can anyone be burnt due to contact with moving parts, materials or surfaces of the tool?	No			

Hazards Inspected	Initial Risk	Description of Risk	Control Measures	Residual Risk
VIBRATION Can anyone be injured or suffer ill-health from exposure to vibration?	No			

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Hazards Inspected	Initial Risk	Description of Risk	Control Measures	Residual Risk
SUFFOCATION Can anyone be suffocated due to lack of oxygen, or atmospheric contamination?	No			

Hazards Inspected	Initial Risk	Description of Risk	Control Measures	Residual Risk
NOISE Can anyone using the tool, or in the vicinity of the plant, suffer injury due to exposure to noise?	No			

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
SLIPS / TRIPS / FALLS Can anyone using the tool, or in the vicinity of the plant, slip, trip or fall due to:	Yes				
Uneven, slippery or steep work surfaces?	Yes	Medium	<ul style="list-style-type: none"> Floors may become slippery due to food items/fluids spills. 	<ul style="list-style-type: none"> Spills etc to be cleaned as quickly as practicable with users notified of potential slip hazards. Non-slip matting used in high traffic work areas 	<ul style="list-style-type: none"> Low
Poor housekeeping, e.g. spillage in the vicinity?	Yes	Medium	<ul style="list-style-type: none"> Poor housekeeping practices allowing the build-up of waste materials or failure to immediately clean up spills could result in a slip hazard. 	<ul style="list-style-type: none"> Ensure appropriate cleaning and housekeeping practices are maintained to minimise the risk of a slip, trip or fall. 	<ul style="list-style-type: none"> Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Obstacles being placed in the vicinity of the tool?	Yes	Medium	<ul style="list-style-type: none"> Inappropriate placement of objects (e.g. spare materials, bags etc.) in the immediate vicinity of the plant equipment may result in trip hazard. 	<ul style="list-style-type: none"> Floors and walkways kept clear of all bags etc. Ensure appropriate cleaning and housekeeping practices are maintained to minimise the risk of a slip, trip or fall. 	<ul style="list-style-type: none"> Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
FIRE & EXPLOSION Can anyone be injured by fire?	Yes	Medium	Using bench top oven burner to prepare food and undertaking experimentation may result in flame related injuries.	<ul style="list-style-type: none"> Instruct and supervise users how to work safely in relation to high temperatures (including appropriate emergency responses). Ensure appropriate fire suppression measures are available in the activity area. 	Low
Can anyone be injured by explosion of gases, vapours, liquids, dusts, or other substances?	No				

Hazards Inspected	Initial Risk	Description of Risk	Control Measures	Residual Risk
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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
TEMPERATURE / MOISTURE Can anyone come into contact with objects at high or low temperatures?	Yes	Medium	<ul style="list-style-type: none"> Cooking and freezing appliances used may result in injury such as burns etc. Steam resulting from direct boiling or cooking in either the microwave or on a burner may result in burns. Surfaces/objects may be hot/cold for some time after being removed from the heat/cold source. 	<ul style="list-style-type: none"> Use of appropriate PPE as is practicable. (Lab coats, aprons, gloves, masks, goggles.) If excessive steam or smoke expected from the activity use stove top range hood. Ensure work area is well ventilated. Allow adequate time and physical isolation for surfaces to reach safe temperature 	Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Can anyone suffer ill-health due to exposure to high or low temperatures?	Yes	Medium	<ul style="list-style-type: none"> Cooking and freezing appliances used may result in injury such as burns etc. Steam resulting from cooking in either the microwave, burner or other heating method may result in severe burns. Surfaces/objects may be hot/cold for some time after being removed from the heat/cold source. 	<ul style="list-style-type: none"> Use of appropriate PPE as is practicable. (Lab coats, aprons, gloves, masks, goggles.) If excessive steam or smoke expected from the activity use stove top range hood. Ensure work area is well ventilated. Allow adequate time and physical isolation for surfaces to reach safe temperature. 	<ul style="list-style-type: none"> Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Can anyone be injured or suffer ill-health due to exposure to moisture?	Yes	Medium	<ul style="list-style-type: none"> Cooking and freezing appliances used may result in injury such as burns etc. Steam resulting from direct boiling or cooking in either the microwave or on a burner may result in burns. Surfaces/objects may be hot/cold for some time after being removed from the heat/cold source. 	<ul style="list-style-type: none"> Use of appropriate PPE as is practicable. (Lab coats, aprons, gloves, masks, goggles.) If excessive steam or smoke expected from the activity use stove top range hood. Ensure work area is well ventilated. Allow adequate time and physical isolation for surfaces to reach safe temperature. 	<ul style="list-style-type: none"> Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
OTHER Can anyone be injured or suffer ill-health from exposure to:	Yes/No				
Chemicals?	No				
Toxic gases or vapours?	No				
Fumes/Dusts?	Yes	Medium	<ul style="list-style-type: none"> Cooking and other food experimentation processes may result in smoke or fumes causing coughing etc. 	<ul style="list-style-type: none"> Ensure appropriate control measures are implemented (e.g. local exhaust system, face masks, good housekeeping practices etc.) 	<ul style="list-style-type: none"> Low
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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Food handling	Yes	Medium	Illness resulting from contact or contamination by harmful microbial agents, spoiled food, improper food hygiene.	<ul style="list-style-type: none"> Ensure all food items used comply with Food Standards Australia New Zealand and are not subject to any current food recalls. Adhere to established hand hygiene practices outlined in the Infection Control Guideline Where possible, use clean equipment to pick up food rather than hands (e.g. tongs, serving spoons etc.) Ensure all food stuffs are properly dated and labelled to avoid using spoiled goods. Advise students when product not fit for consumption.	Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Raw Foods	Yes	Medium	Illness resulting from contact or contamination by harmful microbial agents, spoiled food, improper food hygiene.	<ul style="list-style-type: none"> Keep uncooked food separate from cooked food and food to be eaten raw. Ensure the same equipment and utensils are not used for raw meat, poultry and seafood as for cooked foods and food to be eaten raw (e.g. salads). Cover raw meats, poultry and seafood and store towards the bottom of the refrigerator or in the meat compartment. 	<ul style="list-style-type: none"> Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Contamination	Yes	Low	<ul style="list-style-type: none"> Illness resulting from contact or contamination by harmful microbial agents, spoiled food, improper food hygiene. 	<ul style="list-style-type: none"> Do not allow people who are sick to prepare food, especially if they have vomiting or diarrhoea. Ensure unprocessed produce containing high levels of micro-organisms, such as unwashed potatoes and dirty eggs, do not contaminate other food, especially cooked and ready-to-eat food. Ensure the environment is controlled for pests e.g. use fly screens and food covers and do not leave food or dirty dishes on the bench. Ensure the environment is controlled for pests e.g. use fly screens and food covers and do not leave food or dirty dishes on the bench. 	<ul style="list-style-type: none"> Low

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HIRAC Report

Risk, Health and Safety

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Equipment	Yes	Medium	<ul style="list-style-type: none"> Illness resulting from contact or contamination by harmful microbial agents, spoiled food, improper food hygiene. 	<ul style="list-style-type: none"> Ensure equipment is clean and sanitised and does not have cracks and damage. Ensure knives are sufficiently sharp to allow for easy cutting and stored in a way that allows a safe selection. Use appropriate equipment to handle food safely. Ensure equipment is stored cleanly and safely when not in use. 	<ul style="list-style-type: none"> Low
Waste disposal/spill clean up	Yes	Medium	<ul style="list-style-type: none"> Illness resulting from contact or contamination by harmful microbial agents, spoiled food, improper food hygiene. 	<ul style="list-style-type: none"> Ensure all waste materials are disposed of in appropriate receptacles. 	<ul style="list-style-type: none"> Low

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Hazards Inspected		Initial Risk	Description of Risk	Control Measures	Residual Risk
Taste Testing	Yes	Medium	<ul style="list-style-type: none"> Taste testing of food and drink may expose participants to known or unknown allergenic agents. The taste of produced food and drink may induce adverse reactions from participants 	<ul style="list-style-type: none"> Any participant with known allergies and risk of anaphylaxis should avoid allergenic agents and carry/maintain their own epinephrine pen and safety measures. Provision of adequate, clean & uncontaminated water source to clean the pallet and remove taste if required. 	<ul style="list-style-type: none"> Low

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4. Risk Assessment Signoff

Authorised By: Damon Minotti	Signature: 	Date: 01/02/2023
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