



## MAINDEE COMMUNITY PANTRY - RISK ASSESSMENT

### Objective

To control, reduce and manage all potential related risks to users of the Community Fridge a risk assessment has been produced below. Risk management will include instruction, monitoring and training where relevant.

Identified hazard	Level of risk	Impact	What/ who is at risk	Control measures required to control/manage risks
Food contamination	Medium	Medium	Members of the public/ recipients of surplus food	<ul style="list-style-type: none"> <li>• Management by Maindee Community Pantry staff and trained volunteers</li> <li>• Daily contents monitoring</li> <li>• Daily cleaning schedule</li> <li>• Separate shelf spaces with food categories</li> <li>• Cleaning equipment to clean food packaging before it is put into the fridge, if necessary</li> <li>• All food in a sealable plastic container or in sealed plastic packaging</li> <li>• Disclaimer/ guidance for use clearly visible</li> <li>• Nearby bin to manage food that has gone out of date</li> <li>• Regulation of what is allowed in the fridge -&gt; for retail businesses, restaurants, and individuals.</li> </ul>
Exposure to hazardous foods resulting in illness/ food poisoning	Low	High	Members of the public/ recipients of surplus food	<ul style="list-style-type: none"> <li>• High risk food items are banned. This includes unpasteurised milk, cooked rice, pâtés, sushi, bean sprouts. This includes products which could contain any of these ingredients.</li> <li>• Poster advising of foods we can no accept will be displayed.</li> <li>• Food donated when it is within its expiration date (use-by date).</li> <li>• Foods that are more high-risk regarding microbiological safety, (including foods such as soft cheeses, cream, fresh custard, etc., will be accepted on the</li> </ul>



				<p>following conditions only (a) food being within its 'use by' date, (b) hermetic seal not broken, and (c) storage temperature of +8oC or below has been maintained,</p> <ul style="list-style-type: none"> <li>• Food clearly labelled. The label must state the <i>date</i> donated to the fridge and the source of the donation (individual/ business) along with all allergens and ingredients.</li> <li>• Cooked items will only be received from registered food businesses with a level 4 food hygiene rating or above.</li> <li>• Items will be removed if bruised or damaged making them unfit for consumption,</li> <li>• Clear instructions for putting food into and taking food out of the fridge.</li> </ul>
Unintentional exposure to those with food allergies and compromised immune systems	Low	High	Members of the public	<ul style="list-style-type: none"> <li>• Members of the public are strongly advised not to use food from the fridge if they have allergies.</li> <li>• All items must be clearly labelled stating all ingredients and allergens.</li> <li>• Although we have put in place precautions to safeguard the hygiene and quality of all items in the Community Fridge, we may not be able to guarantee and verify all items donated to the fridge. Users take food at their own risk and the Maindee Community Pantry, is not liable for any harm caused to the fridge user in the event of products being contaminated and this disclaimer will be displayed.</li> </ul>
Vandalism and intentional damage targeted at the Community fridge and/or its contents	Low	Medium	<p>The project could be at risk of ending if the fridge area deemed unusable.</p> <p>Members of the public could be at risk if contents damaged and contaminated.</p>	<ul style="list-style-type: none"> <li>• The fridge will be in the main library room, and access will be only available during manned opening times. The library will be locked at all other times.</li> </ul>
Electrical faults with the fridge and freezer	Low	Low		<ul style="list-style-type: none"> <li>• Installation of fridge and freezer in accord with the user guidelines</li> <li>• Regular PAT testing</li> </ul>



<b>Activity:</b> Community Fridge	<b>Date of activity:</b>
<b>Assessment compiled by:</b> Sheena Bennett	<b>Date compiled:</b> 03/12/2021
<b>Position held by above person:</b> Project Coordinator	
<b>Assessment approved by:</b> Food Activists Maindee – Community Pantry Group	<b>Date approved:</b> In minutes dated 17 November 2021
<b>Position held by above person:</b>	Charity Administrator