

Restaurant

SAFETY CHECKLIST

Name _____

Date _____

Guest Safety: Slips, trips and falls will be the most common exposure due to slippery floors. Death and injury caused by a fire is the most serious exposure.

DESCRIPTION	YES	NO
Emergency exit posting? Posting/Exits near elevator on upper floors?		
Exits accessible, illuminated, have emergency lighting, and equipped with panic hardware?		
Smoke and fire alarms present in all areas of the restaurant and tested? Hearing impaired provisions?		
Capacities posted and enforced? Special event bookings do not exceed capacities?		
Employees trained in emergency evacuation procedures?		
Escalator stop buttons visible and accessible?		
Maintenance schedule for escalators and elevators? Inspection certificates posted? Emergency power?		
Elevator emergency features- stop button, phones, return to ground during a fire, etc?		
Cleanliness of kitchen cooking areas- grease build-up in hoods, filters, ductwork? Extinguishing systems inspected and the proper type for the hazard?		
Slip and fall prevention- spill procedures, condition of flooring, steps marked, lighting? Floors waxed with non-skid compound?		
Handrails for all stairs/steps? Non-slip treads? Well illuminated?		
Glass doors and windows marked/etched as needed to prevent customers from walking into them?		
Furniture inspected regularly for sturdiness and sharp edges?		
Wall hangings firmly attached?		
Are glasses and dishes inspected before use?		
Employees trained in first aid (choking, CPR)?		
Warning signs for microwave use?		
Liquor sales precautions?		

Staff Safety: Common injuries are cuts from broken glass, burns from hot food items, strains/sprains from lifting heavy trays, plates, boxes, and pots, and slips/falls due to slippery floors.

DESCRIPTION	YES	NO
Are monthly safety meetings held with employees? Documented?		
Cooking, prep, and staging areas well maintained and free of debris?		
Condition of floors and floor coverings?		
Nonslip mats?		

Floors waxed with non-skid compound?		
Provisions for spill clean ups?		
Drains present and functional (dishwashing areas)?		
Trash and rubbish removed as needed- daily?		
Walkways free of obstructions and cords?		
Do employees carry trays on stairs?		
Workers trained in proper lifting techniques?		
Ladder/step stool training?		
Box cutter training?		
Special training/authorization for use of meat slicers?		
Safety training provided for use of knives?		
Storage/washing of knives separately?		
Distractions/talking prohibited while using knives?		
Protective gloves required?		
Kitchen lighting and aisle space adequate?		
Hot pads used?		
"Behind you"?		
Broken glass cleanup procedures adequate?		
Hazardous chemical training and personal protective equipment?		
Electrical safeguards? GFCI's in use as needed? Cords in good repair?		
Walk-in freezers or cold storage boxes equipped with pass-type latch?		
Are first aid resources readily available to employees?		
Security personnel safety training?		
Are employees trained on what to do during a robbery or handling an unruly patron?		
Adequate employee security in parking lots? Illumination?		