











# Safe Work Instruction - Cleaning

**DO NOT UNDERTAKE THIS TASK UNLESS YOU HAVE BEEN INSTRUCTED IN ITS EXECUTION**

<b>TASK</b>	<b>BBQ CLEANING</b>	
<b>SCOPE</b>	This SWI describes the process for cleaning of BBQs in public areas or offices	
<b>EQUIPMENT REQUIRED</b>	Griddle cleaning holder, screen, and pad	Scraper
	Cleaning cloths	Drum for oil/fat
	Safety signage (Cleaning in progress)	
<b>SUPPORTING REFERENCES</b>	SWMS – Cleaning – Public Amenities	

PPE REQUIREMENTS – Verify all PPE is in good condition prior to use									
Foot Protection	Hearing Protection	High Visibility	Head Protection	Eye Protection	Hygiene Controls	Hand Protection	Protective Clothing	Disposable Mask	Sun Protection
									
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>OTHER</b>									

KEY HAZARD AND RISK CONTROLS – Safety, Environment and General
<b>Safety</b> <ul style="list-style-type: none"> <li>Do not lift/move heavy items, ensure manual handling techniques are followed</li> <li>Do not place hands in areas that you cannot see</li> <li>Use alternate arms to scrub and ensure short periods or rest are taken</li> </ul>
<b>Environment</b> <ul style="list-style-type: none"> <li>Keep chemical use to a minimum</li> <li>Waste solution to be disposed of in sewage (toilet or cleaners sink)</li> </ul>
<b>General</b> <ul style="list-style-type: none"> <li>Ensure BBQ is off throughout activity</li> <li>Clean equipment and dry after use</li> </ul>

**BEFORE YOU START TAKE 5 FOR SAFETY**

<p><b>STOP</b> and think about the potential dangers of the task and work area</p>	<p><b>LOOK</b> and identify new hazards, and report these to the manager</p>	<p><b>ASSESS</b> the risk, consider any possible threats of damage or injury</p>	<p><b>CONTROL</b> hazard with suitable control measure to reduce risk</p>	<p><b>DO</b> the task and monitor hazards by keeping a look out for changes</p>
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**STEP BY STEP GUIDE**

**Pre-Operation**

- Collect all equipment required from cleaner’s storage area or cleaner’s trolley, or vehicle
- Check condition of equipment for any damage or faults
- Inspect the area to be cleaned – take note of public and other persons
- Apply all required PPE and make sure it is in good working condition
- Place safety signage at all access points to notify other persons of task, or communicate isolation of area

**Instructions**

- Ensure BBQ is turned off
- Carefully inspect under BBQ for any insects (snakes or spiders)
- Put on gloves and apply grill detergent to debris and build up on hot plate
- Scrub hot plate with griddle and remove debris to fat vat under BBQ
- Wipe over all surface with cleaning solution
- Empty oil/fat tub into drum in back of vehicle for later disposal- **DO NOT** lift it too heavy

**Finishing Up**

- Remove all equipment from area
- Ensure door under BBQ is secured and locked (if applicable)

**EMERGENCY REQUIREMENTS**

- Be aware of site emergency response provisions and first aid requirements

**FINAL CHECK**

- Are all work areas clean and tidy?
- Have you put all equipment and materials away neatly?
- Have you reported any near misses or incidents?