

# Mr. Hot Dog

- Health & Safety Policy
- Risk Assessment
- Method Statement

**Responsible Person:** David Cliff

**Business:** Mr. Hot Dog (T/A)

**Address:** 44 The Old Village, York YO32 9RB

**Applicable to:** All indoor and outdoor events in 2025

**Date:** 15 May 2025

## 1. Health & Safety Policy

Policy Objective	Responsibility	Actions / Arrangements
Prevent accidents and cases of work-related ill health	David Cliff (DC)	All staff are trained in food handling, fire safety, LPG use, and general health and safety procedures. Training is signed off to confirm understanding and regularly refreshed. Maximum of 3 staff in the unit at any time to reduce crowding.
Provide clear instructions and adequate training	DC	All team members receive detailed training with clear instructions for their roles.
Engage staff on health and safety matters	DC	Open communication encouraged. Day-to-day conditions discussed with staff as part of team briefings.
Emergency procedures – fire or other significant incidents	DC	Staff briefed on fire exits and in-house procedures before every event. Fire risk assessments conducted per venue.
Food safety and hygiene	DC	Opening and closing checklists are followed and signed daily. Hand washing and sanitising provisions are always available.

## 2. Risk Assessment – General Operation

Hazard	Those at Risk	Control Measures
Slips and trips	All staff	Good housekeeping, clear floors, no trailing cables, clean spills immediately, well-lit working area.
Manual handling	All staff	No heavy lifting. Proper lifting technique taught. Lifting guide provided.
Burns (hot surfaces, steam, oil)	All staff	Staff trained on safe griddle use. Aprons worn. Tongs and flippers provided. Clear, uncluttered workspace. Cold water and first aid kit available.
Knife use	All staff	Staff trained in knife safety. Knives stored safely and kept sharp to reduce risk.
Food contamination	All staff	Twin-bowl sink with hot and cold water. Handwash station provided. Non-scented cleaning products used. Temperature probe and wipes used regularly.
Fire	All staff	6kg powder extinguisher on site and staff trained in its use. Equipment maintained and gas certified annually. Gas shut-off clearly marked. Exits identified.
Gas appliances	All staff	Annual service by Gas Safe engineer. Daily visual checks. Gas stored in a locked cabinet. LPG handling training in place. Shut-off valve clearly visible and accessible.
Electrical equipment	All staff	Annual PAT testing. Power provided by qualified suppliers. Staff trained in equipment safety. Fuse box location known.
LPG use indoors	All staff	Cylinders turned off and locked when not in use. Stored upright in a secure cage. Minimum cylinders on site during operation. Staff trained in leak detection and safety.

### 3. Risk Assessment – Install and Breakdown

Hazard	Those at Risk	Control Measures
Slips, trips and falls	Staff and visitors	Any changes in ground level are marked. Trip hazards removed or marked. Cables bundled and covered. Team briefed to address issues on sight.
Collapse of temporary structures	Staff and public	Erection carried out by trained personnel, following manufacturer guidelines.
Gas incidents	Staff and public	LPG certified by a Gas Safe engineer. Compliance certificates kept on site. LPG stored in a locked caged hidden form view and limited to 1 x 19kg bottle.
Barrier/signage failure	Staff and public	Barriers installed by competent staff. Signage securely fixed to ground or structure. Daily checks carried out.
Working at height	Staff	Only suitable ladders used. Staff trained and work individually assessed. Structures erected safely.

## 4. Method Statement

### Arrival and Parking

- The catering unit is a lightweight trailer pod (under 400kg), measuring 3.7m long (including tow bar) and 1.6m wide, towed by a pickup truck.
- Upon arrival, the area is assessed on foot to confirm access and exact positioning with event staff. Any hazards or obstacles are noted and cleared.
- A safe manoeuvring route is planned and discussed verbally with site officials before proceeding.
- Reversing is partially guided by a second person (usually an event marshal), and the trailer is then manually moved into its final position using a jockey wheel—lightweight enough to be pushed by one person.

### Stabilisation and Power Setup

- Once in position, the trailer is levelled using the jockey wheel and secured with four wind-down stabilising legs.
- Electrical hookup is completed via a commando socket at the front of the unit, connecting to the event's distribution board.
- Visual elements are unfolded and secured, including the spring-hinged signage and lockable serving hatch lid.

### Gas Safety

- A single 19kg LPG bottle is stored in a fixed, secure cage on the trailer's bow bar. Gas is turned on shortly before service begins.
- Leak checks are carried out using spray detection.
- The griddle (1000mm Parry model) is only ignited immediately before service.
- Emergency gas shut-off valve is located within clear reach next to the griddle.

### Water and Hygiene

- Fresh water is stored in a clearly marked container under the sink, secured in a latched steel cupboard.
- Waste water is collected in a separate marked container under the same unit.
- Full food hygiene and safety checks are carried out in accordance with Appendix 1 – Opening and Closing Checks.

### Service Operation

- Final visual checks are performed before trading begins.
- Setup is typically completed within 30 minutes.
- During service, the workspace is monitored for cleanliness and safety, and the public is kept at a safe distance from cooking areas at all times.

### **Shutdown and Departure**

- After service, all internal cleaning and closing checks are performed.
- The sign and serving hatch lid are folded and locked into the closed position.
- Rear stabiliser legs are raised, the jockey wheel is set to tow height, and the trailer is repositioned manually for easy vehicle access.
- The trailer is re-attached to the pickup and safely towed from site.
- A final walkaround is conducted to check for any remaining obstacles or hazards before departure.

## **Appendix 1**

### **Opening and Closing Checks**

#### **Opening Checks:**

- Turn on power and check fridge is running
- Check fridge temperature and log it
- Light griddle and confirm stable flame
- Wash and dry hands with antibacterial soap and blue roll
- Wear clean apron and appropriate footwear
- Disinfect prep areas and utensils
- Ensure all hand washing and sanitising supplies are present

#### **Closing Checks:**

- Discard ambient food and anything past its use-by date
- Store chilled food properly
- Remove and replace dirty cloths
- Empty bins and place refuse in site waste points
- Shut off gas at mains
- Sanitise surfaces and wash all utensils

Signed: *David Cliff*

Date: 15 May 2025