

Specialty Cakes Facility Health and Safety Policy

1. Introduction

The Specialty Cakes Facility is committed to maintaining a safe, healthy, and hygienic environment for all employees, customers, and visitors. This policy outlines our procedures and standards to ensure compliance with health and safety regulations, including provisions for the presence of pets within the facility.

2. Purpose

The purpose of this policy is to:

- Ensure the health and safety of all employees, customers, visitors, and pets.
- Maintain high standards of hygiene and sanitation.
- Prevent accidents and injuries.
- Comply with all relevant health and safety legislation.

3. Scope

This policy applies to all employees, contractors, visitors, and any pets brought into the Specialty Cakes Facility.

4. Responsibilities

4.1 Management

- Ensure compliance with health and safety legislation.
- Provide training and resources to employees.
- Regularly review and update health and safety procedures.

Specialty Cakes Facility Health and Safety Policy

4.2 Employees

- Follow health and safety procedures and guidelines.
- Report any hazards, accidents, or incidents to management.
- Maintain personal hygiene and cleanliness.

4.3 Visitors

- Comply with all health and safety instructions provided by the facility.
- Ensure pets are controlled and do not disrupt the operation of the facility.

5. General Health and Safety Procedures

5.1 Hygiene and Sanitation

- Wash hands regularly and thoroughly, especially before handling food.
- Keep work areas clean and sanitized.
- Dispose of waste properly and regularly.

5.2 Equipment Safety

- Use equipment according to manufacturer instructions.
- Regularly inspect and maintain equipment.
- Report any faulty or damaged equipment to management immediately.

5.3 Emergency Procedures

Specialty Cakes Facility Health and Safety Policy

- Familiarize yourself with emergency exits and evacuation routes.
- In case of an emergency, follow the evacuation plan and instructions from emergency personnel.

6. Pets in the Facility

6.1 General Rules

- Only pets that are well-behaved, healthy, and up-to-date with vaccinations are allowed.
- Pets must be supervised at all times by their owners.
- Pets are not allowed in food preparation or storage areas.

6.2 Hygiene and Sanitation

- Owners must clean up after their pets immediately and dispose of waste properly.
- Pets must be clean and free from parasites.

6.3 Safety and Behavior

- Pets must be kept on a leash or in a carrier.
- Pets that exhibit aggressive behavior will be asked to leave the premises.
- Owners are responsible for any damage or injury caused by their pets.

7. Training

All employees will receive training on this health and safety policy, including specific procedures related to the presence of pets.

Specialty Cakes Facility Health and Safety Policy

Training will be provided during orientation and refreshed annually.

8. Monitoring and Review

Regular inspections will be conducted to ensure compliance with this policy.

This policy will be reviewed annually and updated as necessary.

9. Non-Compliance

Non-compliance with this policy will result in disciplinary action, up to and including termination of employment for employees or removal from the premises for visitors and their pets.

10. Contact Information

For any questions or concerns regarding this policy, please contact:

Health and Safety Officer: John Doe

Email: johndoe@specialtycakes.com

Phone: (555) 123-4567