

White paper on safety trainings at F & B Industry

The challenges in managing the Safety & Health in F&B industries are far complex than other industries mainly because of the nature of operations and involvement of human being in the safety cycle. F & B industries caters to various hazards right from using sharp objects to handling food material. And hence lack of proper safety procedures can lead to various accidents. Though it is humanly impossible to tackle every accident, preparedness through training is the best way forward. Hence various security standards like OSHAS 18001 , ISO 14001 have emphasized the need for training all the stakeholders for a safer organization.

Compliances to various government regulations & maintaining the documentation in this regards is a major task for every safety officer. Recent changes in the law put the responsibility of safety of every employee with the top management. This calls for streamlining safety training procedures and maintenance of relevant & proper documentation. This can help in proving the organization's determination & pro-activeness towards safety initiatives.

Safety training in F & B environment involves training various levels and types of individuals. This training has to be in multiple languages and also with various audio-visual aids.

Safety Training Matrix

Employee	Type of training	Periodicity
New Joinees	General Safety Procedures	Once during joining
	Kitchen Safety	
	Fire Safety	
	Personal Hygiene	
Female Employees	General Safety Procedures	Once during joining
	Kitchen Safety	
	Fire Safety	
	Personal Hygiene	
	Sexual Abuse Rights	
House Keeping Staff	General Safety Procedures	Once during joining
	Tools Safety	
	Kitchen Cleaning	

Security Staff	General Safety Procedures Access Control Patrolling the Facility Incidence Reporting	Once during joining
Kitchen Staff	General Safety Procedures Kitchen Safety Fire Safety Personal Hygiene Food Safety	Once during joining

Documentation in safety training :

Documentation is an important step in the safety training process.

Evaluation of safety training : Evaluation of safety training can be done by providing a quiz which will cover various aspects of the safety training. A Completion certificate can be issued only after scoring a minimum score. The certification of evaluation should have an expiry . Continual training is an important aspect of safety training. The certificate can also be created in the format of a Safety Passport with details like the Photograph & Expiry date.

Training Reports : Various reports should be maintained with details about the individuals who has undergone the training , score etc.

Safety Cycle :

Procedures can be established under which only individuals having a valid passport shall be allowed inside the premise. This ensures a major requirement of many safety standards that every individual in the organization has undergone a safety training.



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