



Policy Name SAFE OPERATING PROCEDURES FOR KNIVES AND SLICERS	Policy Number: 2306
Approved By: Executive Committee	Effective Date: October 19, 2011
Classification: Dietary and Kitchen	Date Revised: October 11, 2018
	Page No: Page 1 of 3

POLICY

To define the Standard Operating Procedures in a manner that informs and instructs Salvation Army Agapé Hospice staff of the key health and safety points and controls to remember when using sharp articles and blades, including knives and slicers.

BACKGROUND

- The most common causes of cuts to hands are the improper:
 - Use of knives and slicers
 - Cleaning procedures
 - Disposal of metal can lid
 - Knife storage
 - Handling of broken cracked glassware

PROCEDURE

Before you start

- Use non-cut mesh gloves. These gloves protect hands from cuts and scratches.
- These gloves are worn when working with cutting tools or sharp instruments.
- Wear mesh gloves on the hand used to stabilize the item being cut.
- Many cuts occur while performing routine cleaning or maintenance.
- When cleaning slicer, take care in handling components.
- Regularly check equipment for sharp edges; file smooth or cover with protective tape or caulking.
- Never place hands into places you cannot see.
- Always use guards, shields, and other protective devices, if appropriate.
- Never hold the object to be cut in the hand. Always use a cutting board.
- Routinely check glassware and crockery for chips and cracks; discard in broken glass bin immediately if any chips or cracks found.

While You Are Working

- Cut any necessary items on a flat surface.
- Use safety scissors for opening food bags.
- Use designated guard.

To prevent cuts from metal cans:

- Open cans with caution.
- Insert blade into can lid and turn to open.



Policy Name

SAFE OPERATING PROCEDURES FOR KNIVES AND SLICERS

Policy Number:

2306

Page No:

Page 2 of 3

- Carefully handle the can lid and edges of can after opening.
- Cuts can occur when disposing of metal cans or the lids.
- Do not store items in an open can.
- Use graters and vegetable peelers carefully. These devices contain jagged teeth and sharp blades.
- Handle glassware and crockery correctly.
- Never pour cold liquids into hot glasses or pitchers.
- Never put silverware or other utensils into glasses or pitchers when bussing tables.

Background of Hazards with Knives:

The following issues may occur while using knives:

- Injury to tendons and muscles due to:
 - Dull knives requiring extra pressure to work effectively; using force to cut with a dull knife can cause you to lose control, sending the knife in an unpredictable direction
 - Working in an extreme or awkward position
 - Sharp knives may cut you unexpectedly if they are not stored properly and used carefully

Safe Operating Procedure Using Knives:

- Keep knives sharpened to reduce the pressure needed to work effectively.
- When you sharpen a knife, swing it away from your body and hands.
- Put anything that you are cutting on a cutting board instead of holding it in your hand or "palming" it.
- Cut in the direction away from the body.
- Keep your fingers and thumbs out of the way of the cutting line.
- Use a proper cutting board and slip-resistant matting (or a damp towel) to prevent board from sliding on the counter.
- Use the right cutting tool for each task.
- After using a knife, wash, sanitize and dry it separately (preferably by hand) - this keeps the knife from rusting and getting dull.
- If you cannot wash, sanitize and dry the knife right away, place it in a labeled container at the dish area.
- Do not leave knives with other utensils to soak in a container.
- Do not drop or leave a knife into a sink full of soapy dish water.
- Pay attention to where the knife's edge is pointing.
- Carry only one knife at a time, with the blade close to your side and pointed down.
- Do not joke or horseplay when you are handling knives.



Policy Name SAFE OPERATING PROCEDURES FOR KNIVES AND SLICERS	Policy Number: 2306
	Page No: Page 3 of 3

- Do not talk while you are using a knife - concentrate on your cutting and practice safe knife habits.
- Do not try to catch a falling knife - stand back and let it fall.
- Store knives in a knife holder or a knife rack with the handles facing the front, so that:
 - You can easily grasp the handle of the knife you want to use, and
 - The blades of the knives stay sharp.
- Use knives that allow you to keep your wrist straight while you are cutting food.

REFERENCE

“Safe Operating Procedures for Knives and Slicers.” The Salvation Army Canada and Bermuda Territory, [OH&S Manual 2018, P. 64](#)