

Safe Working Procedures and Instruction

Electric/Gas/Microwave Oven

The risk of injury when using the Microwave is LOW - Level 1 Risk

The risk of injury when using the Electric Oven is MODERATE - Level 2 Risk

The risk of injury when using the Gas Oven/Cooktop is MODERATE - Level 2 Risk



The two main options for stoves and ovens are gas and electric, with the favourite combination being a gas cooktop and an electric oven. Why? Because gas delivers instant, easily controlled heat, while electric provides an even temperature for baking.

Cooktops

Electric cooktops have a variety of elements. The ceramic varieties heat faster and the newer induction models heat the pot, not the stove. This is safer but requires stainless steel, flat-bottomed pots to work. Solid fuel ranges are still available for the diehards, but they are expensive.

Ovens

Ovens can be built-in above or below a benchtop, and both gas and electric come in a variety of sizes and capacities. Electric ovens distribute heat more evenly than gas ovens, which makes for good baking.

Convection Ovens

This system, with a temperature range of 50° - 250°C, utilises conventional upper and lower heating for cooking on one level. Heat is generated by an element concealed beneath the oven floor and by the grill elements. It provides exactly the right type of heat for foods which require long cooking and recipes that contain a high proportion of eggs, such as sponges, souffles, yeast recipes, meringues and fruit cakes. It is also good for casseroles and large lean cuts of meat.

Uprights

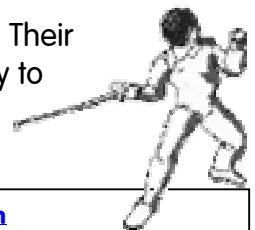
Uprights are much easier to install or replace than built-ins, and new stainless steel models look stylish.

Gas Cooktops

Traditionally, top chefs have always cooked on gas, for instant heat and total control. Manufacturers offer a choice of different sizes and types of burners to suit your individual needs. Most gas cooktops are supplied with dishwasher-proof pan supports and removable enamelled burner caps for easy cleaning.

Microwave Ovens

Microwave ovens provide a convenient method of cooking and reheating food. Their ease of operation and time-saving properties mean that their popularity is likely to increase for domestic use as well as in restaurants and institutions. While few



people would dispute their convenience, consumers are sometimes concerned about the safety of microwaves and their effect on nutrients in food.

Identified Risks and Hazards

Hazards that may be encountered in food activities involving ovens include:

- burns from steam, hot liquids, microwaved foods
- fire from fats, oils, paper, fabric, electrical faults or gas leakage
- spills from fats, oils, liquids, food
- explosion from the combustion of steam

Pre-Operational Safety

The following safety checks and precautions should be carried out when preparing to set up and use ovens and/or hotplates in the food technology area:

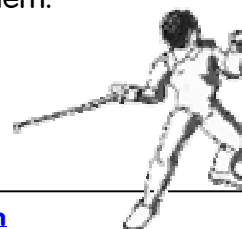
- Electrical equipment must be isolated from the main electricity supply when not in use.
- The operator should seek permission from the teacher before using equipment.
- Always check that the equipment is in good working.
- Check all adjustments and settings carefully before commencing any cooking operation.
- The work area should be clean and free of equipment, rubbish and other obstacles.
- Ensure you have had instruction and training in the use the equipment and satisfactorily completed the relevant OHS test.

Gas Hotplates and Ovens

- If a gas oven fails to ignite after 5 seconds, switch the gas off and ask your teacher for assistance.
- Do not interfere with the electronic igniters on gas ovens and hotplates.
- Beware of latent heat. The oven and its burners and/or hotplates will hold heat for quite some time.
- Switch hotplates and ovens off immediately after you have finished using them.
- Always leave the griller doors open when grilling food.

Electric Hotplates and Ovens

- Beware of latent heat. The oven and its burners and/or hotplates will hold heat for quite some time.
- Switch hotplates and ovens off immediately after you have finished using them.
- Always leave the griller doors open when grilling food.



Microwave Ovens

- Switch off to the Microwave Oven Safe Working Procedures Module for more specific information.

Maintenance

Ovens and Cooktops

- For easier cleaning, spill-overs should be removed as quickly as possible - this is especially the case with ceramic cooking surfaces.
- Make sure the bottom of saucepans etc. is dry before leaving on ceramic surface.
- Try to size-match the diameter of the cooking utensil with the cooking zone.
- If you can't see a bottom element in your oven, you must avoid using any covering on (or cooking on) the oven floor as the liner will be damaged.
- Avoid spraying caustic oven cleaners on fan blades, racks and shelves.

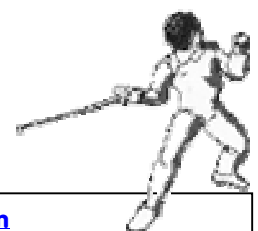
Microwave ovens

Microwave oven doors are designed with at least two features which ensure that power is cut off immediately the door is opened. However it is possible for microwaves to leak out around the edges of a badly fitting or damaged door.

If a door does not fit squarely and operate smoothly or if it shows signs of corrosion or damage, the oven should be inspected by a qualified technician.

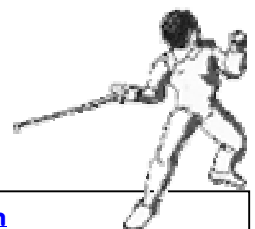
General Oven Safety

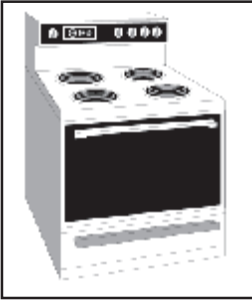
- Beware of latent heat. The oven and its burners and/or hotplates will hold heat for quite some time.
- Do not misuse oven timers.
- Switch hotplates and ovens off immediately after you have finished using them.
- Do not leave saucepan handles hanging over the edge of the hotplate area.
- Do not allow liquids or fat to boil over the edge of saucepans. To minimise the risk of this happening reduce the heat or remove the saucepan from the hotplate.
- If oil or fat catches alight place the lid on the saucepan and turn off the heat – never pour water on an oil fire.
- Always leave the griller doors open when grilling food.



Personal Safety

- Wear PPE to protect your hands from burns, such as oven mitts.
- Do not wear loose clothing, especially long sleeves and neck ties.
- Tie long hair back or wear PPE such as chefs hat or cap.
- Wear a cotton apron and enclosed shoes with solid firm uppers and non-slip soles.
- Do not run in the Food Technology area and keep noise levels to a minimum.
- Stay in the designated work bay.
- Do not flick other students with tea towels.
- Do not throw items of equipment in the Food Technology room.





OVENS – SAFETY KNOWLEDGE TEST

DO NOT WRITE ON THIS PAPER – USE ANSWER SHEET

On your answer sheet, choose the correct response for each question, circling 'T' for TRUE or 'F' for FALSE.

DO NOT ANSWER ON THIS PAGE

1. If liquid boils over the sides of a saucepan, you should put the lid on it to prevent the contents escaping.
True
False
2. Electrical leads that have been repaired with electrical tape are quite safe to use.
True
False
3. Juice poppers can be defrosted safely in the microwave oven.
True
False
4. Microwave ovens can be used without the glass carousel.
True
False
5. You should NOT put metal containers, aluminium foil, or plates with metal edging such as gold in the microwave.
True
False
6. If the gas fails to ignite after 5 seconds, you should turn off the gas knob and notify the teacher.
True
False
7. You should NOT operate the microwave oven without checking that the glass carousel is seated on the runner properly.
True
False
8. It is dangerous to leave saucepan handles hanging over the edge of the hotplate area.
True
False
9. Griller doors must be closed during the grilling operation.
True
False
10. When a hot plate is black rather than red, it is quite safe to touch.
True
False
11. You should NOT interfere with the electronic igniters on gas ovens.
True
False
12. You should always use oven mitts to remove hot food from an oven.
True
False
13. The gas oven burners and hotplates are dangerous because they hold latent heat for quite some time.
True
False
14. If cooking oil catches on fire, you should extinguish it quickly by pouring water on it.
True
False
15. It is a safe procedure to operate a microwave oven with nothing inside it.
True
False



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OVENS – SAFETY KNOWLEDGE TEST

ANSWER SHEET

STUDENT NAME _____ DATE _____

Please CIRCLE the correct answer in blue or black ink

1. T F

2. T F

3. T F

4. T F

5. T F

6. T F

7. T F

8. T F

9. T F

10. T F

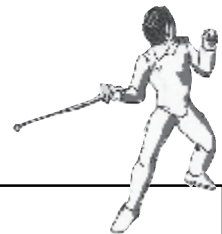
11. T F

12. T F

13. T F

14. T F

15. T F



NUMBER CORRECT _____

TEACHER SIGNATURE _____

CERTIFICATE AWARDED (Yes / No)

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OVENS – SAFETY KNOWLEDGE TEST

ANSWER KEY

1. F

2. F

3. F

4. F

5. T

6. T

7. T

8. T

9. F

10. F

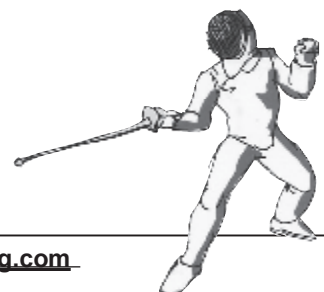
11. T

12. T

13. T

14. F

15. F



CERTIFICATE OF SAFETY

General Safety Precautions ✓

Personal Safety ✓

Pre-operational Safety ✓

Operating Safety ✓

**SUCCESSFUL
COMPLETION
OF THE SAFE
WORK TEST HAS
CONFIRMED THAT**

IS NOW

CERTIFIED

TO HAVE SHOWN A WORKING KNOWLEDGE AND
UNDERSTANDING OF THE SAFE PRACTICES
REQUIRED TO OPERATE THE

OVEN

Location: _____

Course: _____

Supervisor: _____

Date: _____

