

Allergens risk assessment example

Use this blank template to conduct an allergen risk assessment of your workplace.

Date: 28/10/21

Business Name: High Speed Treats

Name of Assessor: Joe Bloggs

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	By who?	By when?	Done
Gluten-free flour for gluten-free labelled products is stored on the same shelf as flour containing gluten and other gluten-containing ingredients.	Customers with Coeliac disease or gluten intolerance if they accidentally ingested a product made with the wrong flour.	Colour coding and clearly labelling the gluten-free and gluten-containing ingredients.	The gluten-free ingredients should be stored in a separate area to the gluten-containing ingredients.	Head Chef	31/12/2021	JB
A spice blend used in a dish has changed and now contains peanuts.	Customers with peanut allergies or intolerances if they do not know the dish now contains peanuts.	Recording which products contain allergens and separating them from allergen-free products.	Ensure staff are aware of the product's ingredient changing.	Head Chef and Front of house manager	End of the week	JB
Gluten-free ingredients intended for gluten-free labelled products are delivered at the same time and in the same vehicle as gluten-containing ingredients.	Customers with allergies or intolerances if the products have been cross contaminated during transit, or if they are stored incorrectly.	Sourcing ingredients from approved suppliers with high food safety certifications. Visually checking the deliveries when they arrive and ensuring the ingredients are offloaded separately to avoid cross-contamination. Retaining the delivery notes and ingredients' lists.	Ensure all members of staff have access to the ingredients lists and are trained on what to do if an ingredient or product has been swapped.	Head Chef and Front of house manager	31/12/2021	JB