



# HALLOWEEN SAFE WORK PROCEDURE

## PUMPKIN CARVING















<b>Safe Work Procedure:</b>	Pumpkin Carving	<b>Date:</b>	29/10/2021
<b>Created by:</b>	Recovery Partners		
<b>Date SWP is to be reviewed:</b>	28/10/2022	<b>Date review conducted:</b>	

<b>Hazards:</b>	Cuts and lacerations. Fire and burns.		
<b>Risk Before (R1):</b>	4 – Moderate Risk	<b>Risk After (R2):</b>	6 – Very Low Risk

**Legend:**

R1 = Risk Rating Before Controls, R2 = Risk Rating After Controls

1 = Extreme Risk; 2 = Very High Risk; 3 = High Risk; 4 = Moderate Risk; 5 = Low Risk; 6 = Very Low Risk; 7 = Negligible Risk.

Personal Protective Equipment (PPE) Required:						
 <b>Gloves</b> <input type="checkbox"/>	 <b>Face Masks</b> <input type="checkbox"/>	 <b>Eye Protection</b> <input type="checkbox"/>	 <b>Welding Mask</b> <input type="checkbox"/>	 <b>Appropriate Footwear</b> <input type="checkbox"/>	 <b>Hearing Protection</b> <input type="checkbox"/>	 <b>Protective Clothing</b> <input type="checkbox"/>
 <b>High Visibility</b> <input type="checkbox"/>	 <b>Harness</b> <input type="checkbox"/>	 <b>Respirator</b> <input type="checkbox"/>	 <b>Hard hat</b> <input type="checkbox"/>	 <b>Overalls</b> <input type="checkbox"/>	 <b>Hair Net</b> <input type="checkbox"/>	 <b>Breathing Apparatus</b> <input type="checkbox"/>
<b>REMEMBER</b>	<ul style="list-style-type: none"> <li>Use caution during the Halloween season, and take the steps in this Safe Work Procedure to prevent hand injuries when carving.</li> <li>Suggest any improvements or report any difficulties to your supervisor.</li> <li><b>DO NOT</b> let children carve without supervision.</li> <li><b>ENSURE</b> someone near by is trained in first aid, if someone gets cut while carving a pumpkin, apply direct pressure to the injury using a clean, dry cloth. If bleeding doesn't stop in 15 minutes, get to an emergency room or urgent-care clinic.</li> </ul>					



STEPS	DESCRIPTION	RISK CONTROL MEASURES	IMAGES
<p><b>Use the Appropriate Tools:</b> Pick the appropriate knife, cutting board and area for the activity.</p>	<ul style="list-style-type: none"> <li>▪ Instead of the knives in your kitchen, use the specialty tools in a pumpkin-carving kit—readily found online and in convenience stores and designed for pumpkin carving safety.</li> <li>▪ These tools can saw through rinds, poke holes, and scoop out innards without being razor-sharp.</li> <li>▪ The instruments are also generally small, which makes them easier to control than most knives and easier to use when making intricate cuts.</li> <li>▪ For pumpkin carving safety, work in a clean, dry, and well-lit area, keep your hands and tools clean and dry, and take your time.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Carve pumpkin in a clean, dry and well-lit area.</li> <li>▪ Select the appropriate tools for the activity.</li> <li>▪ Don't leave children unsupervised.</li> <li>▪ Keep a first aid kit close by.</li> </ul>	
<p><b>Clean Area and Tools:</b> Wash your hands prior to activity.</p>	<ul style="list-style-type: none"> <li>▪ Wash and thoroughly dry all of the tools that you will use, including carving tools, knife, cutting surface, and your hands.</li> <li>▪ Any moisture on your tools, hands, or table can cause slipping that can lead to injuries.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Carve pumpkin in a clean, dry and well-lit area.</li> <li>▪ Select the appropriate tools for the activity.</li> <li>▪ Don't leave children unsupervised.</li> <li>▪ Keep a first aid kit close by.</li> </ul>	



STEPS	DESCRIPTION	RISK CONTROL MEASURES	IMAGES
<p><b>Carving the Pumpkin:</b></p> <p>Draw the pattern on the pumpkin with a marker.</p> <p>Carve your pumpkin with its top on.</p> <p>Once carving is finished, scoop the pulp out with a spoon and clean.</p>	<ul style="list-style-type: none"> <li>With the top on you won't be tempted to put your hand inside and cut toward your hand.</li> <li>It is recommended to hold the top of the pumpkin to stabilize it and cutting with your carving instrument's blade pointing down.</li> <li>Instead of removing the top of the pumpkin to scoop out the insides, cut a hole in the bottom. If you're using a candle inside your pumpkin, you can then place the carved pumpkin on top of the lit candle—rather than awkwardly reaching inside the pumpkin to light the candle.</li> </ul>	<ul style="list-style-type: none"> <li>Carve pumpkin in a clean, dry and well-lit area.</li> <li>Select the appropriate tools for the activity.</li> <li>Don't leave children unsupervised.</li> <li>Keep a first aid kit close by.</li> </ul>	 
<p><b>Clean up area and enjoy!</b></p> <p>Ensure once all carving is finished the area is cleaned to reduce risk of slips and falls.</p> <p>Be careful when lighting the candle inside not to burn yourself.</p> <p>Most importantly ... ENJOY!</p>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Utilise an extended BBQ lighter with a long arm to minimise the risk of burns.</li> <li>Ensure the pumpkin and candle are not stored near any flammable material.</li> </ul>	