

Let's keep it clean out there!

Housekeeping is not just cleanliness. It includes keeping work areas neat and orderly; floors free of slip and trip hazards; and removing waste materials and other fire hazards from work areas. It also requires paying attention to important details such as the layout of the whole workplace, identifying safe walking routes, the adequacy of storage facilities, and maintenance. Effective housekeeping is an ongoing process throughout the whole life of the project. Periodic "panic" cleanups are costly and ineffective in reducing accidents. Projects that implement and maintain effective housekeeping practices tend to be safer and more productive than those that do not. Listed below are some elements of good housekeeping.

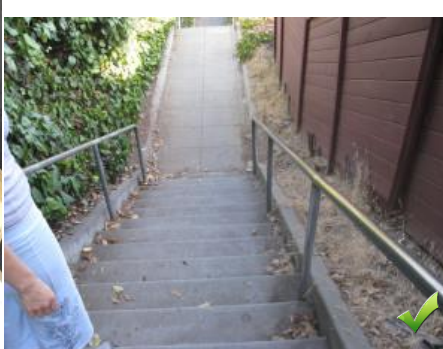
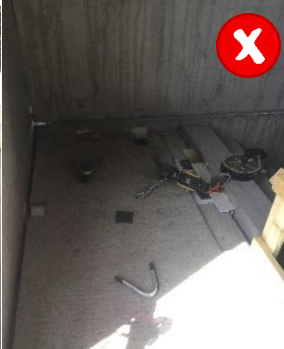
- Proper dust and dirt removal
- Adequate, clean and well maintained employee facilities
- Clean and clear surfaces
- Proper and clean illumination
- Clear and proper aisles and stairwells
- Proper spill prevention/control
- Proper tool and equipment storage
- Proper maintenance of building and equipment
- Proper waste disposal
- Proper storage

Do This!

- Walk work areas daily.
- Make sure work areas have sufficient lighting.
- Clean up work areas at end of shift.
- Maintain clean and organized work area.
- Dispose of clutter such as, excess materials, welding rod stubs, old pallets etc.
- Identify and remove all trip hazards

Don't do this!

- Work in poorly illuminated areas
- Allow scrap materials to accumulate.
- Obstruct walkways and stair openings.
- Improperly store materials and equipment that can limit clear walking paths.
- Wear non-slip resistant footwear.





Safety Bulletin

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