



Housekeeping

Proper housekeeping on the job is a safety requirement common to all municipal operations and work zones. If debris, clutter, and spills are accepted as normal, then other more serious health and safety hazards may be overlooked. Good housekeeping also improves morale and productivity along with safety. Good housekeeping is consistent: “panic” clean ups do not improve safety.

Guide for Discussion

The following “General Rules” should be covered in any discussion on housekeeping:

- Keep all waste debris in neat piles and away from the immediate work area.
- Remove debris from the job on a regular basis.
- Keep aisles, stairways and walkways clear.
- Store materials only in their designated areas.
- Keep scrap lumber with protruding nails separate from other debris;
- Bend nails over or remove from lumber.
- Place trash barrels where needed to eliminate food rubbish.
- Keep tools and equipment stored neatly.
- Keep extension cords from being across walkways. If necessary, run them overhead; same applies to air compressor hoses.
- Don’t let trash and debris build up. If it does, make an extra effort to get it cleaned up.

Good Housekeeping Can:

- Prevent minor injuries like cuts, punctures, slivers.
- Prevent major accidents like slips, trips, falls and fires.
- Increase job productivity by speeding up the movement of workers and materials on the job.

Additional Discussion Notes When doing tear-offs, don’t drop material outside the exterior walls of the structure, unless that area is effectively protected. (See Trash Chutes, page 43 for more information.)

Remember Good housekeeping makes it easier for everyone to do their work safely and more effectively.

Attendees _____

Questions? Ask your Supervisor or CIRMA Risk Management Consultant.