

## **HOUSEKEEPING**



Housekeeping is a very important part of the job. Not only does it improve the overall appearance of the construction site, it shows that you take pride in where you work. It also helps strengthen our relationships within the industry as well as within communities in which we work and live. The best way for you to help keep your work space clean is to pick up after yourself! Don't leave it for the next guy!

Here are some reasons to keep your work area clean:

- ✓ You reduce trip and fall hazards
- ✓ You will increase production because you won't have to waste time looking for a misplaced tool. You will always know where your tools are when you put them where they belong after each use
- ✓ If someone falls because of materials you left on the floor, you will feel guilty because you were a causal factor in the accident
- ✓ You reduce a potential fire hazard by removing unneeded combustibles from the work area

Here are some tips to maintain a clean work area:

- ✓ Develop a routine for cleaning up at the end of the shift or periodically during the shift
- ✓ Plan the job, make a list of the needed tools/materials to help minimize unnecessary clutter around your work area
- ✓ Keep floors, platforms, stairs and walkways clear and in good repair
- ✓ Place, stack or store materials and equipment so they will not cause injury
- ✓ Use waste and recycle bins provided on site and notify a supervisor if they require emptying
- ✓ Do not allow waste materials or spills to accumulate
- ✓ This is not, by all means, all inclusive. Take responsibility for yourself and your work area! Remember, a clean work area is a productive work area that enhances your safety!