

Houskeeping

Avoid common work injuries with these tips to good houskeeping.

In the workplace, it's easy to get caught up in day-to-day activities. We get busy completing the tasks that need to get done and, in turn, we can leave behind a messy environment. Simple steps can be taken to prevent this type of behavior from happening. Good housekeeping benefits everyone, not only from a safety aspect, but also the health and productivity of all employees. By having a well-established housekeeping program in place, you can take steps to contribute to better employee morale, higher productivity, and potentially lower financial costs.

Housekeeping is a very important part of any job. It not only keeps the work area clean, but it also represents the name of the business you are working for.

Here are some quick and easy steps to help with good housekeeping measures:

- Conduct pre-job inspections. Look for potential hazards and plan out where material should be stored during the course of work.
- Work areas should be kept clear of scrap lumber with protruding nails and other debris. This will help reduce slips, trips, and falls.
- Combustible scrap and debris should be removed throughout the course of construction.
- Containers should be provided for the separation of waste, trash, oily and used rags, and other refuse. Additionally, containers used for garbage, oily rags, flammable, or hazardous waste should have a cover provided.
- Work areas should be kept clean and orderly and in a sanitary condition. This includes walking surfaces, passageways, and other means of egress. Clean work areas allow for more effective use of space.
- Do not allow dust to accumulate more than the width of a dime or a paperclip.
- Storage areas should be kept orderly and clutter free. Materials should not accumulate as this can lead to not just a tripping hazard, but also to a fire hazard.

- Do not allow employees to eat, drink, or smoke in the work area. This can lead to litter and hygiene concerns.
- Clean up after the end of each work shift. This will help prepare for the next working shift or for the following day of work.

The U.S. Department of Labor reports that slips, trips, and falls account for approximately 15% of all accidental workplace deaths. Good housekeeping measures can help reduce accidents from occurring. Preventing workplace injuries due to housekeeping can help reduce workers compensation claims, help lower indemnity costs, lower workers compensation premiums, and other underlying costs.

Everyone is responsible for good housekeeping measures. Housekeeping is a very important part of your job and the best way to combat it is to pick up after yourself.

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