

Introduction

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Good housekeeping is important in order to protect people and materials. Where combustible materials are left lying around in an uncontrolled manner they may also pose a significant fire hazard. Other materials left in the way can cause people to trip over them and create unnecessary obstacles to plant and machinery. Carelessly or untidily stacked materials can topple over causing damage and injury.

Why is good housekeeping important?

b

Within all industries slips, trips and falls make up more than half of all reported major injuries and almost a third of over-3-day injuries to employees. Many of these incidents that occur are as a result of poor housekeeping. Poor housekeeping has an impact not only upon direct employees but also contractors, members of the public and other site visitors.

Good Housekeeping means:

c

- » Having procedures in place to regularly clear away accumulated waste and spillages.
- » Monitoring the fill levels of storage receptacles and ensure containers are replaced as necessary so as to prevent overfilling, spillages and items being left in non-designated areas.
- » Regularly monitoring areas to clear away temporary obstructions as soon as practicable.
- » When work is finished, put overalls and other PPE away in lockers or other safe places. Do not leave belongings lying around.
- » If you see anything lying on floors, stairways or passages that could cause people to trip and fall, pick it up and put it in a safe place – Don't wait for someone else to move it.
- » If you notice rubbish piling up which you cannot remove, bring this to the attention of your supervisor.
- » Good housekeeping is everybody's business on site, it is an ongoing activity and a once-a-week clean-up is not enough.
- » Access ways are escape routes. A safe place of work at all times includes a safe means of access and egress to all places where work is done. Do not leave materials or equipment in areas where they might impede someone's escape or cause a tripping hazard.

Any Questions & Summarise Main Points

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