

**PURPOSE/APPLICATION**

Poor housekeeping practices are responsible for many incidents in the work place. Periodic cleanups, or cleanups when time permits, is not considered to be adequate. Good housekeeping should be practiced throughout any task as a continual process.

**PPE**

- Strike minimum requirements
- Respiratory protective equipment (RPE), if required

**TRAINING**

- Orientation

**HAZARDS & CONCERNS**

- Tripping
- Customer perception
- Crushing/pinching
- Fire/explosion
- Caught between/pinned
- Occupational illness
- Electricity
- Gravity, (slips and falls)

**PRECAUTIONS**

- Tools and materials shall not be scattered around the walking or working surface.
- Sharp and pointed tools shall be stored properly.
- Slick spots on the walking surface caused by water, oil, or other substances shall be cleaned up immediately.
- Waste rags, trash, etc., must not be permitted to accumulate and should be properly disposed of as soon as possible.
- Materials or equipment delivered to the job site shall be kept well away from the working area until needed.
- Protruding nails, straps, or wire shall not be permitted to exist in the work place and/or shall be removed immediately when found.
- Material which is to be stacked shall be cross-tied or otherwise secured so it will not fall over. Rolling stock such as pipe should be checked so it cannot roll.
- Aisle ways and walking surfaces shall always be kept clear of materials and equipment as much as possible.
- Oily rags shall be placed in a metal garbage can that is clearly marked "oily rags only".
- Petroleum products, oils, and lubricants shall be stored in the proper cabinets or lockers that are vented and clearly marked "flammable" when not in use.
- Doorways and ladder access parts must be kept clear and unobstructed.
- No job is complete until tools have been cleaned and properly stored, scrap and waste materials disposed of, and the equipment and work location is in good orderly condition, and approved for continued operation.
- Waste must be segregated and stored separately.

**REFERENCES / ADDITIONAL INFORMATION**

None

**REGULATIONS**

**Alberta OHS Code – Part 12 General Safety Precautions**

***Housekeeping 185***

*An employer must ensure that a work site is kept clean and free from materials or equipment that could cause workers to slip or trip.*

**Saskatchewan OHS Regulation**

*None*

**British Columbia OHS Regulation - Part 20 Construction, Excavation and Demolition**

***Housekeeping 20.120***

*Material and debris must not be allowed to accumulate on floors or on the ground outside the building or structure if workers will be endangered.*

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