

HOUSEKEEPING

1. Task

Maintaining a clean, uncluttered, healthy site.

2. Hazards

Tripping hazards, fire hazards, health hazards, cut by hazards, fall hazards.

3. Controls

Pre-Job Safety Assessment (PSA). Clean up, keeping work areas free of debris, regular removal of debris from site – environmental planning.

- ❖ Poor housekeeping is the cause of many accidents. It also contributes to lost or misplaced tools.
- ❖ Work areas, vehicles, buildings and public areas must always be kept clean and orderly.
- ❖ Combustible materials, such as gasoline, solvents, oil-soaked rags, etc. must be kept in fire resistant containers and clearly marked. A minimum of a 4A40BC fire extinguisher must be in the immediate area. Remove all contaminated material daily.
- ❖ All solvents will be kept in approved, properly labeled containers and must be kept in a secure room clearly identified, i.e. “DANGER, FLAMMABLE – NO OPEN FLAMES”. Store outside where possible.
- ❖ Floors and work platforms must be kept free of debris and obstructions and must be maintained as not to create tripping or slipping hazards.
- ❖ Materials and supplies must be adequately stacked and properly stored so as not to endanger a worker. No materials shall be stored within 1.8 m of any opening of a floor, roof, balcony, atrium or excavation. Prior to storing material, remove all excess packaging and dispose.
- ❖ Emergency exits, stairways, aisles, roadways, walkways, fire hose cabinets, etc. MUST never be blocked and must be identified for easy access/egress.
- ❖ Strict adherence must be paid to “NO SMOKING” regulations.
- ❖ If areas are not kept clean, a “Stop work order” will be issued and a “Clean up directive” written.
- ❖ When sweeping use Dustbane or wet saw dust to minimize airborne particles.
- ❖ When vacuuming, only use vacuums fitted with an appropriate filter.
- ❖ Surfaces above the floor area may also require vacuuming or damp wiping.
- ❖ When working with hazardous materials, housekeeping must be part of the written procedure. Always refer to the material safety data sheets (MSDS) for proper clean up and disposal procedures.
- ❖ Do not burn construction debris.
- ❖ When depositing debris into waste containers, do not use your hands to compact the debris. Keep hands and feet out of the waste containers and do not climb onto or stand on the top edge of waste containers.

Refer to Site Specific Construction Waste Management Plan for guidance on waste separation requirements.