

Housekeeping is important in ensuring safety and productivity in the workplace. Some of the most likely incidents in our industry are slips, trips, and fall events; commonly caused by poor housekeeping.

By keeping your workplace clean, you will be able to work easier, and you will not have to deal with the frustrations of tripping over tools, equipment, or wasting time searching for something that was not put away in its proper place.

***“A place for everything and everything in its place”***

Keeping our vehicles clean is very important, and according to the Equipment Manager, the driver of each vehicle is ultimately responsible for maintaining a clean vehicle. However, it is everyone’s responsibility to do their part by not littering or dirtying up the vehicles or equipment.

Equipment must also be cared for. Trailers must not be left in the yard full of materials at the end of the day. Everyone must make sure that they clean up their own mess.



### ***On the jobsites, remember to:***

- Put tools away so that pedestrians do not trip over them.
- Collect all of your garbage so that it can be thrown away in the dumpster in the yard at the end of the day.

***Using the 5 S’s technique helps to keep housekeeping under control.***

### ***In the yard and the shop:***

- Park vehicles and equipment in their designated spots. Throw garbage away in the dumpster.
- Put tools away in their proper place.
- Throw oily rags and used spill kits in designated sealed containers.



