

Construction – Job Site Housekeeping

A good housekeeping program incorporates the housekeeping function into every process, operation, and task performed on a job site. This handout provides information on job-site housekeeping that can help management prevent injuries and minimize losses.

Working Areas:

- Provide safe access to the job site.
- Keep walking/working surfaces clear and clean.
- Keep stairways, passageways and gangways free of material, supplies, and obstructions.
- Pick-up and place all debris or trash in its proper container.
- Hammer in, bend, or remove any nails protruding from scrap lumber. Cap or bend all exposed steel rebar ends.
- Clean up spills and dry wet floors.

Materials and Storage:

- Remove from the work area any items not being used (e.g. tools, hoses, cords, chains, and hooks) and store them.
- Keep material storage areas clean and free of unwanted materials and debris.
- Secure loose scrap or light materials that may be blown off by high winds.
- Remove empty bags or other containers of lime, cement, or other dust-producing material from work areas.

Waste:

- Place trash and recyclable containers throughout the job site and mark them for proper use. Remove debris at regular intervals.
- Provide chutes or other approved devices for waste removal from above-grade floors.
- Use drip pans to collect oils and fluids.
- Keep waste in metal cans or bins with self-closing covers; empty cans frequently.
- Require all disposal of scrap, waste, recyclable and surplus materials be in accordance with Federal regulations and local codes.
- Place oil-soaked and paint-saturated rags, clothing, waste, or combustible refuse into non-combustible receptacles with self-closing covers.
- Schedule frequent collection and removal of combustible waste.
- Lock used oil containers and dumpsters to secure them from unwanted waste.

Responsibility:

- Remember that it's the Supervisors that are responsible for each of the various areas on a job site. However, each job employee must react and eliminate housekeeping issues, especially those that cause a hazard to the job site employee population.