

Slips & Trips – *Good Housekeeping*

Good housekeeping is important to accident prevention and a successful safety program. A cluttered, dirty work environment can not only give the impression that the operation is inefficient, it can contribute to serious injuries. Studies have shown that good housekeeping practices:

- Go hand-in-hand with good injury records. Injuries are less severe and less frequent.
- Improve worker morale. Employees are proud to work in a clean, orderly work place.
- Are important to industrial relations, good production and high efficiency. The work place becomes more efficient because pathways, walkways, production areas and storage areas are clean and orderly.

Key ingredients to good housekeeping practices.

- A supervisor is responsible for each area, for every shift.
- Orderly arrangement of processes, operations, and equipment.
- Provision of a definite place for each object.
- Keeping each object in its designated place, or returning it if moved.
- Adequate disposal of scrap, waste, and surplus materials.
- Cleanliness of buildings and equipment.
- Sufficient work areas.

Housekeeping is everyone's responsibility. Providing safe work practices can reduce injuries not only for yourself, but to others around you.

