



## SAFE WORK PRACTICE

<b>TITLE</b>	General Housekeeping
<b>GENERAL</b>	Protecting workers from injuries associated with poor housekeeping
<b>APPLICATION</b>	General housekeeping is a task that should be maintained at all times and on all jobsites
<b>PROTECTIVE MECHANISMS</b>	Safe Work Procedure PPE
<b>SELECTION AND USE</b>	As per safe work procedure
<b>MANAGEMENT RESPONSIBILITY</b>	Management are responsible to facilitate and/or provide proper instruction to their workers on protection requirements and training. Work site inspection
<b>FOREMANS RESPONSIBILITY</b>	Foremen are responsible to facilitate and/or provide proper instruction to their workers on the jobsite
<b>WORKER RESPONSIBILITY</b>	<ol style="list-style-type: none"><li>1. Ensure waste materials are disposed of properly</li><li>2. Ensure tools &amp; materials not in use are stored in an appropriate fashion away from the immediate work area.</li><li>3. Ensure proper PPE is utilized at all times.</li><li>4. Ensure work site is cleaned up regularly during day and at the end of the day.</li></ol>