

SAFETY MEETING

Company Name: Superior Waterproofing Job Name or #: _____ Date: _____

4/27/18

HOUSEKEEPING

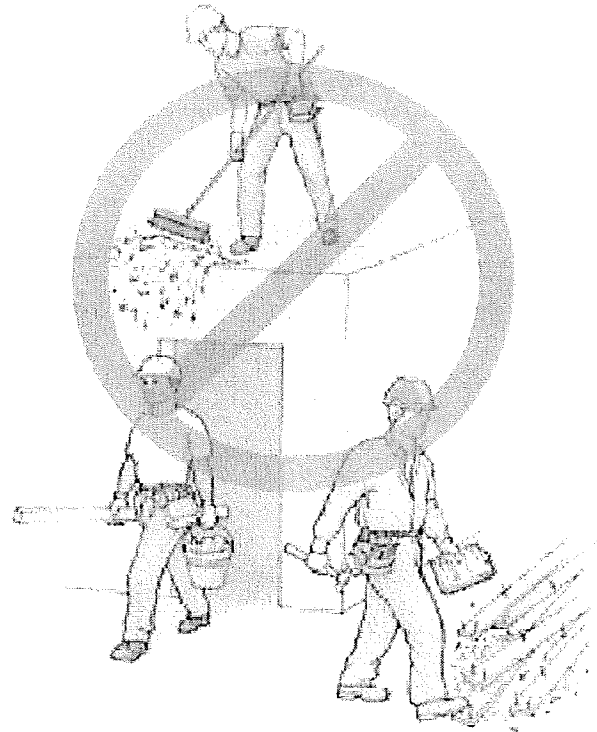
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Good housekeeping is the first law of accident prevention and should be a primary concern of the entire workforce. Poor housekeeping often results in unsafe conditions and also implies that the project is poorly managed and the work being done lacks professionalism. Many accidents and injuries charged to other causes are actually caused by unsafe conditions due to poor housekeeping.

Materials left on the job should be stored in a central location and if at all possible stacked out of the way. When cleaning up be sure that all combustible materials are disposed of properly so as to curtail the possibility of fires. Tripping accident's can be reduced significantly by frequent clean-ups. Make it a habit to remove or bend over all nails protruding from scrap lumber to protect against puncture wounds. Sharp-edged and pointed tools should be stored in such a way as to prevent injuries (What about sticking out of your bucket?).

Each member of the crew has a responsibility to insure good housekeeping in all phases of their work. It's a lot easier to pick up as you work instead of waiting for the end of the shift. The importance of the relationship between an orderly job and a safe job cannot be overstressed.

- Floors, platforms, stairs and walkways must be kept in good repair. Keep them free of slipping and tripping hazards. Cover holes.
- Ensure there are no protruding nails on loose or fixed materials or sharp objects on edges or sticking out of buckets.
- Use danger or caution tape where open trenches or excavations could present a hazard.
- Ensure all ground areas are firm and level where scaffolding or ladders are to be placed.



Remember, good housekeeping promotes safety in the workplace, improves performance, protects you and the public, and just makes good sense. Are you doing your part?

QUESTION:

1. We have had 'Housekeeping' injuries at Superior in the past where an employee tripped on a tarp that was bunched up at the end of the day resulting in a change of profession. An Employee was injured when fell on a pile of rebar last day of the job, had just been stacking it out of the way until done then was going to haul it off. Employee tripped on excess hose on a swing stage and smashed finger. So is housekeeping important?? YES NO

WHAT UNSAFE OPERATIONS DID YOU FIND ON YOUR JOBSITE THIS WEEK?

What Corrective action was taken? _____

Meeting Attended By _____

Supervisor's Signature _____