









Safe Work Practice / Job Procedure

Housekeeping

Potential Hazards

- Slips Trips and Falls
- Eye Injuries
- Hand Injuries
- Dust Inhalation
- Strains and Sprains
- All personnel must ensure they have been appropriately trained by their supervisor.

Required Personal Protective Equipment and Devices

Foot Protection	Hearing Protection	High Visibility	Head Protection	Eye Protection	Face Protection	Hand Protection	Protective Clothing
							

Safe Work Practice

- Do Not leave personal belongings strewn about the work areas
- Assess your surroundings continuously
- Pile and store materials neatly and safely in designated locations
- Do Not leave over exposed nails
- Pick up tripping hazards such as nuts, bolts, welding rods etc.

PPE Required:

- Foot Protection
- Hearing Protection
- Safety Boots
- Respiratory Protections when needed (Specialized PPE)
- Protective Clothing
- Hand Protection

Safe Job Procedures:

1. Lay-out work and determine extent of work
2. Make sure all PPE, is worn and install dust partitions to protect others. Make sure there is some ventilations
3. Clean up and load all larger waste, dispose of same and broom clean area
4. Vacuum area to eliminate dust particles
5. Remove dust screens and store equipment in proper areas

Created by: Dean Neuburger
Date: 2022-13-06

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, shut the equipment off immediately and follow the lock out procedure.

REPORT ANY HAZARDOUS SITUATION TO YOUR SUPERVISOR IMMEDIATELY

This SWP must be reviewed any time the task, equipment, or materials change and at minimum, every three years.