

HOUSEKEEPING

606

I. PURPOSE

To develop, implement, and maintain a general housekeeping policy that provides for routine cleaning, inspection, and documentation of work for all jobsites.

II. REQUIREMENTS

- A. All jobsites shall be kept clean to the extent that the nature of the work allows.
- B. All walking and working surfaces shall be maintained, as far as possible, in a dry un-cluttered condition.
- C. In wet areas, drainage shall be maintained and false floors, platforms, mats or other dry standing places shall be provided where applicable.
- D. Waste disposal containers for solid or liquid refuse shall be constructed so that they do not leak and are capable of being cleaned and maintained in a sanitary condition.
- E. To facilitate cleaning, every floor, working place and passageway shall be kept free from holes or loose boards.
- F. Routine inspections shall include suggestions to improve work area upkeep.
- G. It is recommended that each jobsite develop a housekeeping checklist for employees to use.
- H. When working on clients sites, housekeeping shall be maintained and work done in a neat, orderly and professional manner.
- I. All "hazardous" materials or hazardous chemicals shall be properly disposed of in accordance with applicable laws.

III. REFERENCES

OSHA standards:

- 1910.22: Walking-working surfaces - general requirements
- 1910.106(e)(9): Flammable and combustible liquids - industrial plants-housekeeping