

Housekeeping more than Custodial

Housekeeping is crucial to a safe workplace, and every employee has a role in housekeeping. Housekeeping can play a significant part in preventing injuries and in improving productivity. Housekeeping should be part of your daily routine in your workspace. From cleaning up spills, disposing of items not needed, keeping walkways clear. I hope you find the tips below helpful.

Prevent Slips, Trips, and Falls

- Report/clean up any spills or leaks.
- Keep items up off the floor.
- Report any damaged flooring.

Fire Hazards/Safety

- Make sure all walkways and exits are not obstructed.
- Do not block fire extinguishers or pull stations.
- Do not block mechanical or fire alarm panels.
- Report any electrical hazards.
- Nothing should be stored in stairwells or mechanical rooms.
- Store flammable chemicals and materials appropriately.

Clutter

Clutter can lead to injuries or even ergonomic issues. Put all materials and equipment back where it is stored when you are finished with it. This will avoid an injury of it falling on someone, blocking emergency equipment or passageway, and give you more space within your work area for you to move more freely.

PPE (Personal Protective Equipment)

Like your work area and equipment you use should be inspected and kept in good working order, so should your PPE. If you use any PPE in your job, make sure you always check it before use for any damage or wear that could cause it not to perform as it is supposed to.

Always wear the required PPE or Safety equipment needed for the task you are completing.

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