Housekeeping toolbox talk

29 CFR 1926.25, 1910.22, 1926.34, 1926.502, 1910.176, 1910.37

Date _____ Trainer _____ Location _____

Opening question

What is one thing in this work area right now that someone could trip over, slip on or bump into?

Why it matters

A messy work area leads to slips, trips, cuts, falling objects and fires. Clutter can also block an exit or an extinguisher right when you need it. A mess that looks minor can have serious consequences, so good housekeeping is part of the job, not a once-a-week cleanup.

Key points

1 Clean as you go

During construction, scrap lumber with protruding nails and all other debris must be kept cleared from work areas, passageways and stairs. Pick up as you work, not just at the end of the day. Pull or bend over nails in scrap boards before you stack them.

29 CFR 1926.25(a)

2 Keep floors and walkways clear, dry and lit

In general industry, walking-working surfaces must be kept free of hazards such as sharp or protruding objects, loose boards, corrosion, leaks, spills, snow and ice. Clean up spills right away, or block the area off until you can. Run cords and hoses where people do not walk, and report burned-out lights, because people trip over what they cannot see.

29 CFR 1910.22(a)(3)

3 Use the right waste containers

On construction sites, containers must be provided for waste, trash, oily and used rags and other refuse. Containers for garbage and oily, flammable or hazardous waste need covers, and waste must be disposed of at frequent and regular intervals. Keep break areas and restrooms clean, and get food waste into the trash so it does not draw pests.

29 CFR 1926.25(c)

4 Get combustible scrap out

Wood scraps, cardboard, packaging and rags are fuel for a fire. During construction, combustible scrap and debris must be removed at regular intervals, and there must be a safe way to remove it. Use chutes, bins or dumpsters that are easy to reach so nobody has to throw debris off an edge.

29 CFR 1926.25(b)

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5 **Keep exits and emergency equipment clear**

Exits and the routes to them must be kept free of all obstructions so they can be used right away in a fire or other emergency. Never stack materials in front of exit doors, fire extinguishers or electrical panels. If you see something blocking an exit, move it or report it right away.

29 CFR 1926.34(c)

6 **Store materials so they cannot fall**

Stack materials so they are stable and cannot slide, tip or roll. Keep loose materials and tools back from edges and floor openings, where they can be knocked off onto someone below. During roofing work, materials and equipment may not be stored within 6 feet of a roof edge unless guardrails are erected at the edge.

29 CFR 1926.502(j)(7)(i)

Scenario

Picture this: It is Friday afternoon on a remodel job. The hallway to the back exit has scrap drywall, a coiled extension cord and a bucket of water from the tile saw. A worker carrying a box of tile cannot see his feet, and the light at the end of the hall is out. Nobody has been hurt yet. What could go wrong here, and how long would it take to fix it right now?

Crew discussion

1. Which areas on our job get messy fastest, and why?
2. Do we have enough trash and scrap containers, and are they where we need them?
3. Is anything blocking an exit, an extinguisher or an electrical panel right now?
4. What can we fix in this area together before we start work today?

Bottom line **Clean as you go, keep walkways and exits clear, and put waste where it belongs, every task and every day.**

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Topic / Tema Housekeeping / Orden y limpieza

Date / Fecha _____

Trainer / Instructor _____ Location / Lugar _____ Company / Empresa _____

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