

Safe Work Procedure

Housekeeping

Facility:	Written By:	Approved By:	Date Created	Date of Last Revision:

Hazards Present:	PPE or Devices Required:	Additional Training Required:
Slip/Trip Chemical exposure Muscle strain	Steel toed boots Eye protection Hand protection	

Safe Work Procedure:
<ol style="list-style-type: none"> 1 Work areas should be cleaned before, after, and during a task 2 Make sure all cords and hoses are properly wound and out of walking path 3 Pick up all hand tools when finished using them 4 Clean any spills immediately 5 Dispose of any unused oil, cleaning supply, or any other chemical properly 6 Ask for help for lifting any object that is too heavy for one person

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure

REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR

Guidance Documents/Standards: MB Workplace Safety & Health Act & Regulations: 4 General Workplace Requirements 6 Personal Protective Equipment 8 Musculoskeletal Injuries 35 Workplace Hazardous Materials Information Systems	This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years Reviewed By Worker Rep/WSH Committee: Date:
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