

Date:

Site/Project:

Presented By:

Duration:

WHY THIS MATTERS

Poor housekeeping is one of the most common causes of slips, trips and falls on construction sites. A tidy site is a safe site. Good housekeeping also demonstrates professionalism to clients and inspectors.

KEY POINTS

- Clean as you go — do not leave waste, offcuts, or packaging lying around
- Keep walkways and access routes clear at all times
- Store materials safely — stack on level ground, secure against collapse or wind
- Manage cables and hoses — route them overhead or protect with ramps, never leave trailing
- Dispose of waste in the correct skips and bins — segregate recyclables
- Keep welfare areas clean — everyone is responsible
- Report damaged or missing signage immediately
- Mop up spills (water, oil, concrete slurry) as soon as they occur

Discussion Questions:

1. What is the biggest housekeeping issue on this site right now?
2. Whose responsibility is it to keep the site tidy?
3. What areas need attention before the end of today?

#	Name	Company	Signature	Date

Duration: 10-15 minutes | Record attendance on Toolbox Talk Register