

## Good Housekeeping

Document No: **IW-HSQE-SA-11**

Approved By: Claire Lyons

Revision:1.00

Effective Date: 29/8/2017

### 1. What Happened?

Good housekeeping practices play an integral role in reducing Health, Safety and Environmental risks and maintaining a positive public reputation within construction and operational sites.

The IW HSQE inspection programme has identified a significant trend whereby housekeeping is the most frequently highlighted Amber rated (medium risk) issue every month since the beginning of 2017. This trend highlights the necessity for a greater focus being placed on housekeeping. Poor housekeeping practices can lead to a number of risks including but not limited to slips trips and falls, encouraging rodents onto the site (Weils disease), damage to reusable materials, reputational damage to the company and it can also pose a potential fire hazard.



Figures 1-3 above were taken during IW HSQE Inspections on Irish Water sites and demonstrate examples of poor housekeeping practices.

### 2. Immediate Actions

Good housekeeping can often be regarded as best practice but not a requirement. This however is not the case as there are some Legal Regulations which deal with housekeeping in the workplace.

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- Regulation 18 of the General Application Regulations 2007 states: “An employer shall ensure that— every place of work is kept in a clean state and accumulations of dirt, refuse, trade refuse and waste are removed by a suitable method as frequently as necessary to maintain an appropriate level of safety and health”,
- Regulation 30 of the Construction Regulations 2013 states: that “A contractor responsible for a construction site shall ensure for that site that— safe means of access to and egress from are—(i) provided and maintained, and (ii) indicated where appropriate”

### 3. Further Actions

Examples of how housekeeping can be improved on projects include:

- Plan the works - only bring the quantity of materials required to complete the task into the live works area.
- Clean as you go – take a few minutes to tidy the works area as works progress and at the end of each working day.
- Store materials in a tidy and orderly manner.
- Place waste in an appropriate bin or skip receptacle.
- Ensure bins and skips are in good order and they are frequently collected by an appropriate waste management company.

**CONTRACTORS MUST ENSURE GOOD HOUSEKEEPING IS MAINTAINED ONSITE** – Ensure operatives take a few minutes before commencing, periodically throughout and following completion of a task to ensure the housekeeping is maintained in good order.

### 4. Further Information

For further information on this safety alert please contact [hsqe@water.ie](mailto:hsqe@water.ie)

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### 5. Distribution list

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