

Toolbox Talk

Be Safe. Your Family and Friends Want You Healthy and in Their Lives.

Take Control of Your Safety: Practice Job Site Housekeeping

Every construction job site needs regular housekeeping performed. Poor housekeeping contributes to slips, trips and falls. Proper housekeeping tendencies will help to reduce workplace hazards and prevent injuries.

Putting things in their place keeps you safe:

- Clean up after yourself. Pick up your trash and debris and dispose of it properly.
- Secure tools, materials and any other objects that can become a falling or dropping hazard.
- Bend nails over or remove from lumber.
- Keep aisles, stairways and walkways clear.
- Stack materials and supplies orderly and secure them so they will not topple.
- Ensure that unused tools, equipment and machines are stored and cleaned.
- Dispose of combustibles and flammables properly.
- Immediately clean up spills (if substance is hazardous, notify supervisor immediately).
- Coil up extension cords, lines and hoses when not in use.
- Remove debris from the jobsite on a regular basis.
- Verify that signs and signals are always legible



If you see a mess, take care of it. Pick up anything you see lying around that could create a hazard. It might not be your mess, but it could be your injury.

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Employee Name: _____

Location: _____

Employee Signature: _____

Date: _____



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