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**SAFETY**



**MONDAY®**



## HOUSEKEEPING: ELIMINATING OBSTRUCTIONS TO SAFETY

Removal of obstacles, material, and debris can create a safe workspace for employees and customers alike.

Every item should have a place within in the working space, for example:

- ✓ Exits and emergency equipment should be clear of obstructions - material either needs to be stored or removed.
- ✓ Hoses and lines need to be out of foot paths and high traffic areas.
- ✓ Hazardous materials such as gases, oils, and flammable liquids need to be placed in proper containers, have proper labeling, compliant storage receptacles, and properly secured.
- ✓ Areas around desks should be free of electrical cords, bags, and other items to prevent tripping hazards.
- ✓ Vehicles need to have tools stored and secured and cabs free of loose items to prevent projectiles.



**Taking the necessary steps now to maintain an organized workspace can prevent accidents and injuries in the future.**