

# MINIMUM STANDARD

## Site Organisation - Housekeeping

## The following Minimum Standard is applicable on all projects

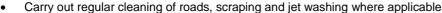
### Introduction

A tidy and well managed workplace provides a safer working environment.

#### **Planning**

The following are to be implemented:-

- Clearly defined access routes clear of obstructions
- Stairways and access routes free from obstruction
- Work areas free of unnecessary materials and waste
- Foster a 'tidy-as-you go' ethos
- Individuals that create waste are responsible for clearing it away
- Provide adequate waste receptacles as close to the workface as possible
- Encourage the use of cordless powered tools where possible to eliminate trailing cables
- Identify cable management solutions to eliminate trip hazards
- Cover skips to prevent escape of waste
- Plan and coordinate the delivery and storage of materials/equipment to the workface to avoid congestion/obstruction



- Barrier off/segregate materials
- · Consider on-site waste management solutions i.e. cardboard compacting or plasterboard chopper etc
- Ensure that areas used to store materials, equipment and waste are identified at the earliest possible stage
- Liaise with suppliers to identify opportunities to reduce packaging



Consider contractual requirement for supply chain members to remove their own waste (in accordance with the Waste Management Standard)

The procurement of materials should be managed to ensure that only the minimum amount of materials are stored on site at any time

## Competence/Training

Communicate housekeeping standards (including waste management arrangements) at the induction stage and during specific toolbox talks

## **Documentation**

- SHE Monthly Inspection form
- Traffic Management Plan
- SHEMS-FOR-GR-041 Environmental Management Plan

## **Further Guidance/Reference**

GE700

CIRIA C672 Good Environmental Practice on Site Environmental Tool Box Talks – Waste Management & Housekeeping



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