



Meiners Electric, Company Safety Manual

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REVIEWED BY:

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FORM REF No:

SP-HOUSEKEEP

SUBJ:

Housekeeping, Material Storage and Disposal

1. HOUSEKEEPING, MATERIAL STORAGE AND DISPOSAL

1. Housekeeping is the fundamental element in developing and maintaining a safe working environment. All storage and work areas are to be kept neat and free of debris at all times. Scrap and all other debris are to be removed from work areas as soon as practical and properly disposed of at the end of every workday.
2. Pile, stack, or block materials at a limited height so they are stable and secure against sliding or collapse.
3. Materials and supplies shall not be left in stairways, on walkways, near floor openings, or at the edges of a building, especially when exterior walls are not yet in place. Storage areas shall be kept free from accumulation of materials that could result in hazards from tripping, fire or explosion.
4. Do not leave sharp ends/edges, or protruding wire unprotected. Take the time to bend the sharp ends/edges over to clip the exposed wires, the eyesight you save may be your own!