

› Janitorial safety

Janitors, custodians, and housekeepers providing services in homes, schools, and offices face a variety of tasks and hazards.

To prevent hazards

- Wear comfortable, slip-resistant shoes to avoid slips and falls, as well as long-sleeved shirts and long pants
- Put on chemical-resistant gloves and splash goggles when pouring, mixing, spraying, and using chemicals
- Wear work gloves to protect your hands when you do odd jobs
- Wear safety glasses to protect your eyes from debris and dust
- Wash your hands before eating, smoking, and between tasks to avoid contaminating what you are consuming with chemical residue

Using chemicals

- Read their Safety Data Sheets (SDS) to understand the known hazards and their routes of injuring you or making you ill
- Because chemicals are often concentrated, know the proper mix ratio and uses
- Stay in well-ventilated areas and never mix chemicals unless instructed to do so by the manufacturer
- Take care around hot water to avoid burns

How to avoid back strains and injuries

- Keep your muscles strong and stretch before, during and after work
- Take mini-breaks throughout the day and rotate your tasks
- Learn proper lifting techniques and know what you can safely lift; ask for help with heavy or awkward loads

Hand trucks, rolling buckets, and housekeeping carts

- Keep them in good condition with easy rolling wheels
- Keep the load in front of you and lean in the direction you are going
- Push the load; pulling can lead to strains and injuries
- Watch for people, obstacles, slopes, and drop-offs in your path
- Remember when working at heights, practice ladder safety

Floor maintenance

- Perform floor maintenance when few people are around and always use caution signs for wet floors and spills
- Mopping and sweeping are repetitive motions, so avoid a tight grip and use proper posture
- Vacuums and floor machines should be inspected daily before use; keep cords coiled and close to you to avoid tripping
- Do not use if a cord is damaged

Removing garbage, recycling, paper, and debris

- Garbage bags may contain broken glass and other sharp materials, so wear work gloves and carry the load away from your body
- Garbage may contain materials and needles that are contaminated with blood and body fluids. Never reach into a garbage can and do not pack it down with your feet

Site specific requirements:

Employee participants:

Date:
