

Housekeeping is more than just keeping a space clean—it is essential for maintaining a safe and efficient environment. A well-organized and clutter-free space reduces the risk of accidents, such as slips, trips, and falls, which are among the most common workplace and household injuries. Furthermore, maintaining clear pathways and emergency exits ensures a quick response during emergencies, protecting lives and property. Here are some quick housekeeping tips to maintaining a hazard-free space at work or at home.

1

Preventing Falls, Slips and Trips

Keep walkways clear of clutter, cords, and loose items to reduce the risk of trips and falls. Clean up spills immediately and use proper signage to alert others of wet or slippery surfaces.



2

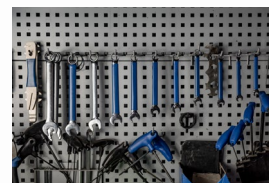
Reduce Fire Hazards

To reduce fire hazards, keep flammable materials away from heat sources and ensure that fire extinguishers are accessible and properly maintained. Avoid overloading electrical outlets and regularly check cords and wires for damage.

3

Keep Work Areas Clean & Clutter Free

Keep your work area clean by regularly organizing papers, tools, and equipment to maintain a tidy and efficient space. A tidy environment allows workers to clearly see hazards and navigate safely. Fewer obstructions also reduce the chance of bumping into or tripping over items.



4

Store Materials Properly

Store materials in designated areas and ensure easy access when needed. Properly stored materials are less likely to fall from shelves or topple over on someone. Storing heavy items at waist level reduces strain on the back and joints during lifting, lowering the risk of sprains and musculoskeletal injuries.



5

Conduct Regular Inspections

Conduct regular inspections of workspaces to identify potential hazards, such as cluttered areas, faulty equipment, or poor ergonomics. Address any safety or maintenance issues promptly to prevent accidents and ensure a safe, productive environment.

LEARN MORE WITH THESE ADDITIONAL RESOURCES:

- [TMLIRP Video Streaming](#): Safety Housekeeping and Accident Prevention, Good Housekeeping: Everyone's Responsibility, and Housekeeping
- [Texas Department of Insurance, Free Online Videos](#): Housekeeping Tips for Your Safety Program, Toolbox Talks – Housekeeping, Housekeeping and Fire Safety