

# THE PORCELAIN PRESS

April 2011 - Weeks 3 & 4

## Special Points of Interest:

- Celebrate **Arbor Day** and plant a tree May 3rd (rain date is May 5th). Southwest corner of Batavia Rd. and Road B.

## Fermilab Lunchtime Clean-up:

- 11:45 a.m. - 1:30 p.m.
- April 21st, May 19th
- June 16th, July 21st
- August 18th
- Transportation to clean-up site from WH, GF east side.
- Cleaning gear will be provided. Hot dogs & refreshments served afterwards to all volunteers! Questions? Contact Bob Lootens at [lootens@fnal.gov](mailto:lootens@fnal.gov) or x3303.

## ES&H Concern or Suggestion?

- Talk to your Supervisor, SSO or go to the ES&H homepage & click on 'Concerns & Suggestions'.

## Housekeeping and Accident Prevention

Effective housekeeping can eliminate some workplace hazards and help get a job done safely and properly. Poor housekeeping can frequently contribute to accidents by hiding hazards that cause injuries. If the sight of paper, debris, clutter and spills is accepted as normal, then other more serious health and safety hazards may be taken for granted. Housekeeping is not just cleanliness. It includes keeping work areas neat and orderly; maintaining halls and floors free of slip and trip hazards; and removing waste materials (e.g., paper, cardboard) and other fire hazards from work areas. It also requires paying attention to important details such as the layout of the whole workplace, aisle marking, the adequacy of storage facilities, and maintenance. Good housekeeping is also a basic part of accident and fire prevention.

Poor housekeeping can be a cause of accidents, such as tripping over loose objects on floors, stairs and platforms; being hit by falling objects; slipping on greasy, wet or dirty surfaces; striking against projecting, poorly stacked items or misplaced material.

To avoid these hazards, a workplace must "maintain" order throughout a workday. Although this effort requires a great deal of management and planning, the benefits are many.

## The Benefits of Effective Housekeeping

- Fewer tripping and slipping accidents in clutter-free and spill-free work areas
- Decreased fire hazards and open access to egress routes
- More efficient equipment cleanup and maintenance
- Better hygienic conditions leading to improved health
- More effective use of space
- Reduced property damage by improving preventive maintenance
- Improved productivity (tools and materials will be easy to find)
- Improved morale
- Reduced handling of materials
- Better control of tools and materials, including inventory and supplies



## Stay Safe, Healthy and Green When Cleaning up

- Follow proper lifting and bending techniques.
- Get help with heavy items. Use mechanical lifting devices whenever they are available.
- Use a step ladder rather than a chair or counter to get to hard-to-reach areas.
- Read labels on cleaning products.
- Use green products if available.
- Wear protective clothing when necessary.
- Store all chemicals in the correct cabinet and at a proper temperature.
- Put unused chemicals on the excess chemical list.
- Dispose of hazardous waste appropriately. Contact your D/S/C environmental officer if you have questions.

