

Loss Control Bulletin #31**Slips and Falls**

Prevent accidents.
Clean up spills
immediately.

Para prevenir
accidentes, limpia
derramamientos
enseguida.

**Republic
Indemnity**

Good housekeeping practices play an important role in helping to assure the safety and health of employees in every work environment. For the food preparation industry, good housekeeping is vital to employee safety and health, customer health, and for good business relationships.

Housekeeping should be a part of operational planning, and clean up measures should be required as a regular work practice. Employers need to establish and rigorously enforce rules and procedures to maintain clean, well organized work areas throughout the premises.

The following general guidelines are offered:

- Conduct frequent inspection of areas where poor housekeeping can create hazards for employees and customers. These typically include: basements, storerooms, storage closets, loading platforms, walk-in coolers, stairs,

under stairways, benches in corners, and under check out stations where cash registers are located.

- Establish an orderly arrangement of job operations and workflow.
- Set up designated storage places for each object used in the kitchen and a system to assure that each object removed from its place is returned after use.
- Provide strategically located containers for disposal of waste.
- Set up and maintain adequate space in work areas and walkways.
- Provide special storage areas for items not frequently used, away from work areas.
- Provide clean, well-maintained restroom facilities and include signs to remind employees and customers about proper hygiene practices.

Effective housekeeping shows that you are concerned about your customers, your employees and your property. Other equally important benefits include:

- Fewer injuries because hazards are reduced
- Higher worker morale due to a clean, organized work environment
- Improved activity and efficiency
- Reduction of wasted materials, damaged goods, and misplaced items

Serious accidents and injuries are less likely when trash and scrap are not allowed to accumulate. Employers should continually emphasize

that each worker must take responsibility for good housekeeping.

For additional information, please call your Republic Indemnity Loss Control Representative.

The guidelines provided in this bulletin are only intended to provide an overview of some of the more important steps that can be taken by restaurant management to establish a safe workplace. The guidelines are not considered exhaustive of all measures and controls that can be implemented by management to address all potential loss or injury producing causes. Ultimately it is the responsibility of management to take the necessary steps to provide for employee and customer safety.