



CONSTRUCTION ENVIRONMENTAL HEALTH & SAFETY EXHIBIT **HOUSEKEEPING AND MATERIAL STORAGE**

I. Definitions

1. Cord: Any power cord or pneumatic/hydraulic/water/process line or hose.
2. Housekeeping: The practice of organizing materials, tools, and equipment, including the frequent removal and disposal of all types of debris, waste, and trash.
3. Regular Intervals: For the purposes of housekeeping, 'regular intervals shall mean no less than once daily, or more frequently if material and debris accumulation pose a hazard to employees and property.

II. General Requirements

1. All working and walking surfaces on the project shall be kept free of debris/waste/trash, and other tripping or fire hazards. The project shall be logistically coordinated by the General Contractor to ensure that materials are organized and stored properly, so as not to pose a hazard to project Employees.
2. The General Contractor shall ensure, by daily inspections and walkthroughs of the project, that housekeeping is maintained so as not to pose a hazard to project Employees. Specifically, the Superintendent in charge of each subcontractor is ultimately responsible for the housekeeping efforts of his/her subcontractor.
3. Where a request is made by the construction manager, owner, or owner's representative to perform housekeeping on the project, either in general or at a specific area, the General Contractor shall honor the request. Where a request is made by a lower-tier contractor to have another lower-tier Contractor's debris/waste/trash removed, the General Contractor shall honor the request by enforcing the responsible party to conduct housekeeping or assigning this responsibility to another party. NOTE: It is the responsibility of the General Contractor to coordinate lower-tier Contractors' efforts regarding housekeeping. If a lower-tier Contractor fails to or cannot abate an issue, it shall be the responsibility of the General Contractor to abate the issue on behalf of the lower-tier Contractor responsible for the issue.
4. Housekeeping costs shall be included as part of the bid from the General Contractor and all lower-tier Contractors. All costs for housekeeping on the project shall be borne by the General Contractor, or otherwise assigned to responsible Contractors.
5. Where housekeeping issues arise that are not related to the project, the General Contractor shall notify the HUPM or his designee of the issue. The HUPM or his designee shall address the issue with the appropriate party but may elect to assign abatement of the issue to the project scope.
6. Under no circumstances shall trash and debris be stored within the structure. For existing buildings under renovation or alteration, the storage area for trash and debris may be allowed, given that all the following conditions are met:
 - a. The building manager or facility manger, the HUPM, and the local Fire Department must expressly consent to the proposed storage area and methods (i.e. dumpster, barrels, etc.);
 - b. The storage area and methods must be consistent with the area and methods previously used in the space;
 - c. The fire protection system(s) in the storage area must be designed to extinguish fires associated with trash and debris storage;
 - d. Restrictions related to the use and storage in the area must be conspicuously posted by the General Contractor, and must be relayed to each Contractor working on the project; and,



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- e. The trash/debris must be removed as frequently as prescribed by the local fire department, HUPM or building manager.
7. Where ice and/or snow have accumulated on walking/working surfaces, they shall be promptly cleared. Sand or equivalent shall be placed on the surface to prevent slip hazards. NOTE: Ice melting compounds shall not be used without the express approval of the HUPM and HUEHS. Ice melting compounds may be hazardous to the environment or may corrode the surfaces they contact.
8. The Contractor shall keep all food wastes in rodent-proof containers. Rodent proof containers are receptacles with attached lids or covers that prevent rodent intrusion.

III. Floor Management

1. Debris and trash shall be maintained as it is generated. Maintenance includes deposit directly into a receptacle or can, piling material in an area so as not to pose a slip/trip hazard to project Employees, or deposit directly into a dumpster.
2. The General Contractor shall coordinate efforts among the trades and unions to ensure an amicable understanding between all parties involved. This coordination shall take place prior to commencement of major construction activities involving trades other than laborers. Where union agreements disallow removal of trash/debris by trades other than laborers, each Contractor will be advised, at bid time, of this requirement. Each Contractor must ensure that appropriate workforces are dedicated to housekeeping.
3. All cords must be maintained so as not to pose a slip or trip hazard to project employees. Specifically, cords shall not be run or laid across walkways, stairs, or ladder bases.
4. Where hoses and lines must cross walkways, stairs, or ladders, the hose/line shall be covered and ramped so that the tripping hazard is minimized, and the hose/line is protected. The hose/line cover shall be conspicuously painted or marked.
5. Debris that poses a 'rolling' hazard when stepped on, including piping, wires, welding rods, threaded rod, beads or shot, nails, or otherwise, shall be placed directly into a container upon generation.
6. Where materials, debris tools, and/or equipment are stored or piled higher than the height of the top edge of the toeboard, paneling or screening shall be installed from the top edge of the toeboard to the top edge of the guardrail system. No material storage is allowed above the height of the top rail of the guardrail system. NOTE: Equipment including scaffolding, aerial lifts, material hoists, etc. must be designed or engineered to accept the weight and wind loads associated with screening or paneling. This is the responsibility of the Contractor.

IV. Material Delivery and Storage

1. Each Contractor is responsible to coordinate material deliveries and storage locations for project equipment and materials with the General Contractor. This coordination shall include the following:
 - a. Expected date of delivery;
 - b. Types and quantities of material/equipment to be delivered;
 - c. Proposed storage location of materials/equipment.This coordination shall continue for the duration of the project.



CONSTRUCTION ENVIRONMENTAL HEALTH & SAFETY EXHIBIT **HOUSEKEEPING AND MATERIAL STORAGE**

2. Every effort shall be made to limit the amount of materials being delivered at any one time, to keep materials off the floor, and to store materials in an orderly manner so as not to create slip/trip/fall hazards, obstruct walkways or egress routes, or result in unsafe work conditions. Pipe, conduit, and similar materials shall be stored on moveable racks whenever feasible.
3. Where deliveries require the removal of a guardrail or gate/door, a Controlled Access Zone (CAZ) shall be established far enough from the loading area so that all materials can be temporarily stored within the CAZ until such time as the guardrail or gate/door is re-established. Employees inside the CAZ shall be protected from falling by personal fall arrest or prevention systems when the guardrail or gate/door is removed. A guardrail removal permit shall be issued by the General Contractor.

V. References

1926.25, Housekeeping NFPA 241, Standard for Safeguarding Construction, Alteration, and Demolition Operations.