

# Workplace Cleanliness – Landscaping Meeting Kit

## WHAT'S AT STAKE

A clean and organized job site not only prevents accidents but also promotes a more productive work environment. Neglecting cleanliness can lead to a range of issues, from tripping hazards to equipment malfunctions.

## WHAT'S THE DANGER

The dangers of a dirty or disorganized workplace in landscaping are significant and varied.

### Specific Risks

#### 1. Tripping and Falling Hazards

- **Debris and Tools:** Tools, hoses, and materials left lying around can cause workers to trip and fall.
- **Uneven Surfaces:** Piles of debris or uneven surfaces can also contribute to trips and falls.

#### 1. Chemical Spills and Contamination

- **Improper Storage:** Chemicals such as fertilizers, pesticides, and herbicides that are not stored properly can spill, leading to contamination of the soil, water, and health risks to workers.
- **Cross-Contamination:** Leaving chemicals or fuel near food, water sources, or other materials can lead to contamination, posing a health hazard to both workers and the environment.

#### 1. Fire Hazards

- **Accumulation of Flammable Materials:** Dead leaves, dry grass, paper, and other flammable materials left around the job site are a fire hazard if near ignition sources.

- **Improper Disposal:** Disposing of flammable materials, like oily rags or fuel containers, inappropriately can increase the risk of fire.

## 1. Health Risks

- **Pests and Insects:** Piles of debris, standing water, or food waste can attract pests and insects.
- **Mold and Mildew:** Damp, unclean areas can lead to the growth of mold and mildew.

## 1. Equipment Malfunction

- **Debris in Equipment:** Accumulated debris can get into machinery, leading to malfunctions, breakdowns, or damage that can be costly to repair and dangerous for operators.
- **Tool Damage:** Tools left exposed to the elements or in dirty conditions can rust, corrode, or become dull, making them less effective and potentially dangerous to use.

# HOW TO PROTECT YOURSELF

The best practices for cleanliness can protect everyone from the hazards of a cluttered or dirty job site.

## Daily Clean-Up Routine

### 1. Regular Clean-Up

- **End-of-Day Clean-Up:** At the end of each workday, take time to clean up the work area. Put away tools, dispose of trash, and clear debris.
- **Ongoing Clean-Up:** Don't wait until the end of the day to start cleaning. Regularly clean as you go, picking up tools, sweeping debris, and disposing of waste throughout the day.

### 1. Tool and Equipment Storage

- **Designated Storage Areas:** Store tools and equipment in designated areas when not in use.
- **Proper Tool Maintenance:** Clean tools after each use and store them in a dry, secure place to prevent rust and

corrosion.

## **Proper Disposal of Waste**

### **1. Segregate Waste**

- **Hazardous Waste:** Separate hazardous waste, such as chemicals, oily rags, and fuel containers, from general trash.
- **Recyclable Materials:** Set up designated bins for recyclables like plastic, metal, and paper.

### **1. Spill Response**

- **Immediate Clean-Up:** Clean up spills immediately to prevent slips, contamination, and chemical exposure.
- **Prevent Future Spills:** Ensure that all containers are sealed properly.

## **Pest Control and Hygiene**

### **1. Prevent Standing Water**

- **Eliminate Water Sources:** Standing water can attract mosquitoes and other pests.
- **Regular Inspection:** Inspect the job site regularly for areas where water might collect.

### **1. Food and Waste Management**

- **Proper Food Storage:** Store food in sealed containers and keep it away from work areas.
- **Waste Bins:** Use covered waste bins to dispose of trash, and empty them regularly.

## **Training and Awareness**

### **1. Promote Cleanliness**

- **Set Expectations:** Make cleanliness a core part of your workplace culture.
- **Lead by Example:** Supervisors and team leaders should model good cleanliness habits.

## 1. Provide the Right Tools

- **Supply Cleaning Equipment:** Ensure that workers have access to brooms, shovels, trash bags, spill kits, and other cleaning supplies needed to maintain a clean site.
- **Training on Clean-Up Procedures:** Provide training on proper clean-up procedures.

## FINAL WORD

Workplace cleanliness is a vital part of safety and efficiency in landscaping. A clean and organized job site reduces the risk of accidents, protects health, and promotes a productive work environment.