Good housekeeping prevents injuries, improves productivity and raises morale. Plus, it makes a good first impression on visitors.

Steps to a safer workplace

- Eliminate hazards that cause slips, trips and falls
- Eliminate fire hazards and keep exits and aisles clear
- Replace burned out bulbs, and keep light fixtures clean to ensure adequate light
- Inspect electrical cords and make sure cords are not overloading outlets
- Take steps to prevent falling objects and always store heavy objects close to the floor
- Avoid tracking materials to prevent the spread of hazardous materials to other work areas
- Store materials properly and dispose of materials that are no longer needed
- Clear clutter from work spaces and aisles

Visit nsc.org/account/member-resources for more resources.