

HEALTH AND SAFETY GUIDELINES FOR ROOM CLEANING STAFF



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Introduction

- Working as room cleaning staff poses various health and safety hazards. Slips, trips, strains, chemical exposures, and electrical hazards are common risks.
- This presentation will provide detailed guidelines to minimize these risks and ensure the wellbeing of our valued cleaning personnel. A safe work environment is a top priority.



Potential Hazards

- ❑ Slips and falls are a leading cause of injuries. Wet floors from spills or mopping are slippery. Tripping over loose cords or clutter causes falls. Wear slip-resistant shoes with good grip and place wet floor signs.
- ❑ Lifting mattresses, furniture, and loaded carts to clean underneath can cause sprains and strains, especially in the back and shoulders. Use proper lifting techniques - bend knees and keep back straight. Get help lifting heavy objects.
- ❑ Chemicals in cleaning agents can irritate skin, eyes, airways. Read all labels thoroughly and follow PPE instructions. Ensure good ventilation when using chemicals.



Injury Prevention

- Wear slip-resistant shoes with tread designed to prevent slips and falls on wet surfaces. Replace shoes if treads appear worn. Promptly place wet floor signs when mopping. Keep walkways free of clutter.
- Use proper lifting techniques to avoid back and shoulder injuries. Keep feet shoulder width apart. Bend at knees and hips to lower yourself. Use legs to lift object, keeping back straight. Hold object close to body when lifting. Get help for heavy items.
- Wear gloves, masks, goggles as PPE when using cleaning chemicals. Check SDS for exact PPE specified. Ensure room is well-ventilated before and during use of chemicals.



Safe Lifting Techniques

- Image showing proper lifting posture: knees and hips bent, back straight, feet apart, gripping under object using leg muscles to lift.



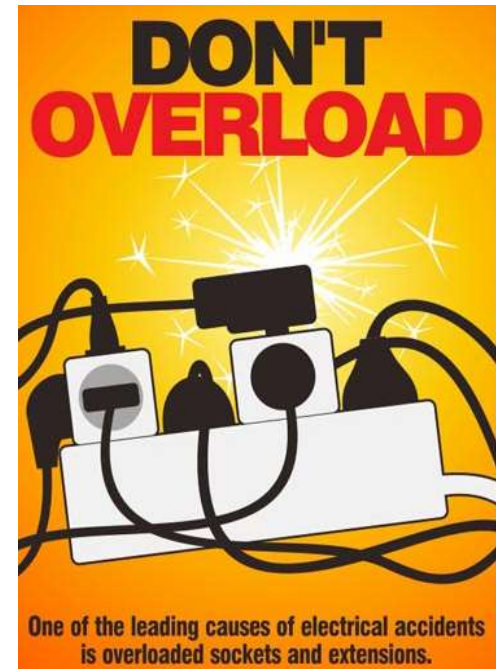
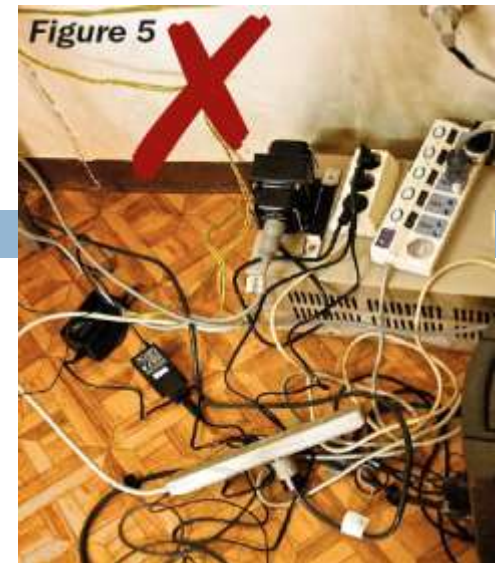
Chemical Safety

- ❑ Read entire product label and Safety Data Sheet (SDS) before using any cleaning chemical. Follow all instructions for safe use and handling.
- ❑ Use chemicals only in well-ventilated areas. Open windows and doors when possible. Use fans to circulate air. Avoid inhaling fumes.
- ❑ Wear all PPE specified on label - gloves, eye protection, face masks. Ensure gloves and goggles are appropriate for chemical.
- ❑ Never mix cleaning products together. Doing so can create toxic fumes. Only mix chemicals if specifically instructed.



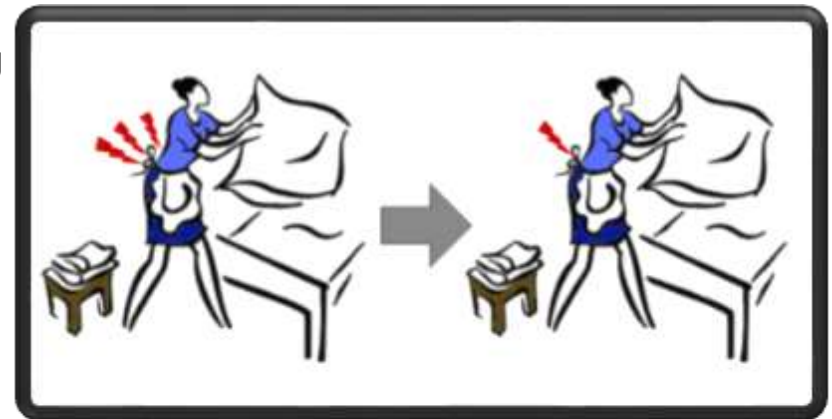
Electrical Safety

- Inspect all electrical cords and plugs before use. Look for damaged or exposed wires, loose plugs, missing prongs. Do not use damaged electrical devices. Report them.
- Do not overload outlets. Use power strips with surge protectors. Unplug appliances when not in use to avoid tripping hazards.
- Always unplug equipment before cleaning or servicing. Switch off appliances before wiping down or dusting.
- Keep electrical cords away from water sources and moist areas. Do not let cords lay in cleaning solutions. Dry hands before handling plugs.



Ergonomics

- Use wheeled carts to transport cleaning supplies from room to room. Load carts properly to avoid strain. Do not overload.
- Alternate repetitive tasks such as scrubbing and mopping to avoid overuse of one muscle group. Take microbreaks to stretch and vary motions.
- Take regular breaks to sit, rest, and stretch muscles. Hydrate and eat snacks to refuel during long shifts.
- Use long-handled mops and vacuums to clean floors while standing upright. Avoid hunching over or excessive bending and reaching.



Hazard Communication

- Promptly report wet floors, tripping hazards, electrical issues, chemical spills or odors to supervisor. Prevent other staff and guests from injury.
- Attend daily pre-shift safety meetings. Read posters in supply rooms about risks, prevention, and policies.
- Ask supervisor to demonstrate proper techniques for unfamiliar cleaning tasks before performing independently.



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- The core tenets of our safety program are:
 - - Wearing slip-resistant shoes, gloves, masks, goggles and other specialized PPE
 - - Using proper lifting techniques like bending knees, keeping back straight, and getting help
 - - Reading chemical labels thoroughly, ensuring ventilation, and avoiding mixing products
 - - Inspecting electrical cords and unplugging devices before cleaning
 - - Using ergonomic methods like carts, task variation, and microbreaks
 - - Communicating hazards immediately and asking for guidance
 - - Attending safety meetings and continuing education

Conclusion

- In conclusion, we aim to provide the safest work environment possible for our dedicated room cleaning staff. To achieve this goal, we must mitigate the risks associated with slips, strains, chemical exposures, electrical hazards, and improper ergonomics through comprehensive training and adherence to health and safety guidelines.
- The health of our employees is a top priority. By providing the proper equipment, training, and work environment, we can continue delivering superior service while optimizing safety. Our team's wellbeing drives the success of our establishment. We encourage all staff to be vigilant and proactively implement these guidelines. Let us know how we can further improve safety. We value each of you.

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