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Housekeeping Safety Checklist

Mark with a Y or N to indicate if the requirements are met or not.

- Evaluate all job procedures to identify possible hazards.
- Keep all MSDS Sheets open and visible in all languages spoken by your staff
- Supply ergonomic and comfortable to use cleaning supplies.
- Ensure all carts roll smoothly so they do not need to strain to push them.
- Provide training to ensure that housekeepers use safe methods to reduce the potential of causing a musculoskeletal disorder.
- Provide training on using chemicals and protective gear properly and safety. Continually retrain staff about the importance of proper use.
- Provide personal protective equipment, including but not limited to: gloves (work gloves, latex), safety goggles/glasses, face shields, aprons, slip-resistant shoes.
- Listen to staffs concerns about using certain chemicals or machines.
- Allow frequent breaks and offer instructions on how to stretch so they do not strain.
- Issue loud whistles or high-pitch portable, panic alarms to housekeepers in.
- Keep housekeepers in teams of at least 2 so they are not alone in guest rooms.
- Have housekeepers close and lock the door while they are inside cleaning the guestroom and/or use a cart to block the guest room door so they are not surprised by someone entering the room behind them.