


Safety Memo

Title:	Effective Housekeeping on Construction Sites		
Date:	Wednesday, 20 November 2024	Memo Ref:	SM201124
Issued to:	Construction Teams and All Contractors		
Background:	<p>Poor housekeeping is a leading cause of accidents on construction sites, particularly slips, trips, and falls. To protect the health and safety of all workers, it is critical that we always maintain a clean and organised site. This memo outlines the responsibilities of all workers regarding site cleanliness, as detailed in the Construction HSE Management Plan.</p> <div><h2>HOUSEKEEPING</h2></div>		
Direction to all Contractors:	<ol style="list-style-type: none">Clean Work Areas All Contractors are responsible for cleaning their work areas regularly and at the end of each day to prevent hazards. All waste, debris, and materials must be safely disposed of in the provided bins or rubbish receptacles.Waste Disposal and Materials Handling<ul style="list-style-type: none">Excess Materials: Full lengths of material must be stacked neatly beside the rubbish area for recycling.Immediate Cleanup: If a work area is unsafe due to waste or debris, a Coral Homes Representative may request immediate cleaning. Non-compliance can result in a safety risk and potential penalties.Rubbish Removal Bins or cages will be provided by Coral Homes for waste disposal. If the site is not kept clean and safe, Coral Homes will arrange for cleanup at the Contractor's cost. <p>By maintaining a clean and safe site, we help protect everyone's health and safety. Please ensure you follow these guidelines to prevent accidents and immediately address safety concerns when requested by Coral Homes Representatives.</p>		
Authorised By:	Geoff Idzikowski	Position:	HSEQ Manager
Contact No:	0400 774 480	Date:	20/11/2024