

WORKPLACE HOUSEKEEPING

It has been said that there is a place for everything ... and everything in its place! This concept can also be applied to workplace health and safety. Housekeeping is about more than just convenience and cleanliness – it is an ongoing process that is integral to accident and fire prevention.

Every workplace is subject to housekeeping hazards, which are often the cause of frequent and compensable injuries. Many employees are injured as a result of poor housekeeping, improper storage and cluttered work areas.

Employers and supervisors must ensure a safe workplace by **controlling** hazards. **Workers** must work in compliance with occupational health and safety laws, including the obligation to **report** hazards in the workplace and follow all internal workplace health and safety policies and procedures.

Training Solution – Online Workplace Housekeeping Course

Many of these hazards can be controlled by following simple housekeeping guidelines. This course is designed to provide participants with an understanding of general housekeeping principles and benefits.

Course Overview

Upon completing **Workplace Housekeeping**, participants will learn about:

- The importance of housekeeping
- Relevant legal references
- Signs of poor housekeeping
- Tips to improve housekeeping – addressing issues such as unobstructed pathways, work surfaces, storage, spills and waste disposal

Online Course Offers Convenience and Efficiency

These courses are powered by the **Link2eLearning** LMS (Learning Management System), so you can track course progress and completion. Each training solution provides quizzes, a final exam and a course completion certificate.

FOR MORE INFORMATION email us at:

training@levitt-safety.com

BENEFITS OF LINK2ELEARNING

All of Link2eLearning's online courses are offered through our learning management system (LMS).

Link2eLearning online learning is:

- ✓ **Easy to use** – for delivering and tracking employee training across the organization - *providing instant, accurate reporting for workplace audit*
- ✓ **Globally accessible** – available anytime, anywhere there is Internet access
- ✓ **Cost-effective** – eliminating the cost of facility rental, travel cost and lost time required for instructor-led training
- ✓ **Flexible** – courses and administrative functions can be scheduled to suit individual needs
- ✓ **Consistent** – enabling you to provide standard training material to all employees across the organization

LMS FEATURES

Employees can:

- Self-register on a secure site
- View and complete the course at their convenience
- Participate in online quizzes
- Produce certificates of completion

Administrators can:

- Monitor participation
- Easily track results
- Export data