



## A Clean Safe Environment

### A FEW TIPS ON HOW TO MAINTAIN A CLEAN AND SAFE WORKING ENVIRONMENT ....

Next to tidiness, cleanliness is one of the most essential elements in maintaining a healthy and safe work environment. Not only does a clean workplace reflect the professionalism of a business or facility and help motivate employees, it also promotes a healthy workforce as a clean environment prevents accidents and the spread of germs. With recent outbreaks of swine flu, it is clear that hand washing and specific cleaning regimes in shared work environments and break-out areas help maintain a healthy workforce.

Many office managers strive to maintain a clear desk policy, few succeed. However, each employee should be responsible for keeping their individual work area tidy and clean. It takes very little time to adopt a “clean and tidy as you go” policy and it needn’t hinder work performance. Furthermore, there is no reason why employees shouldn’t contribute to keeping the common work areas clean and tidy. Simple acts such as putting rubbish in the correct bin, placing cups in the dishwasher or washing them up and putting them away would contribute greatly to achieving a better working environment.

Like Health & Safety, maintaining a clean work environment is the responsibility of everyone. As a professional cleaning company we are paid to clean up the workplace at the end of each day and we take pride in this task. However, there is only so much cleaning the team can do during each shift and in such cost conscious times it makes sense for employees to adopt some simple good housekeeping practices and allow the cleaning team to concentrate on hygiene and deep cleaning tasks.

Preventing mess as well as clearing up as you go along helps create a healthy workplace and provides the professional cleaning teams with a good platform to make effective use of their time on-site, allowing them to concentrate on hygiene, germ containment, recycling and deep cleaning. Working together we can all contribute to creating a safe and healthy workplace and a professional looking facility for employees, visitors and customers.



#### Clearsprings Support Services

Paxton Business Centre  
Whittle Road, Salisbury  
SP2 7YR  
Phone: 01722 413435  
Fax: 01722 337418  
[www.clearspringssupportservices.com](http://www.clearspringssupportservices.com)