

SMALL BUSINESS RESOURCES

JANITORIAL SAFETY TRAINING

Worker Occupational Safety and Health Training and Education Program
Commission on Health and Safety and Workers' Compensation

The Janitorial Safety Training Program is designed for small business owners and managers who need to train janitorial employees working alone or in small teams to clean buildings.

If you are an owner or manager, this program will help you conduct a series of short (5-10 minutes) health & safety training sessions for your employees.

THIS TRAINING PROGRAM CAN HELP SMALL BUSINESS MANAGERS & OWNERS TO:

- Identify ways to prevent injuries in your workplace.
- Engage workers in your safety program.
- Meet Cal/OSHA training requirements.
- Provide short interactive safety training activities tailored to your business.

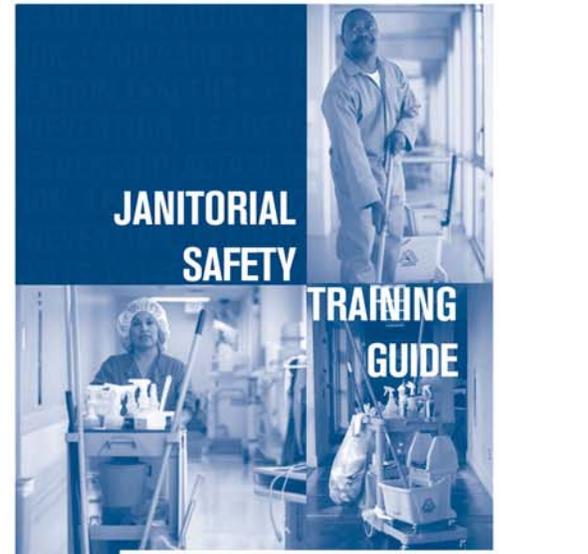
BY USING THESE MATERIALS, YOUR EMPLOYEES WILL BE ABLE TO:

- Identify safety hazards in the workplace.
- Learn about and find solutions to hazards in the workplace.
- Contribute to a safe working environment.

Materials are available online at:

<http://www.dir.ca.gov/chswc/WOSHTEP.html#3>

The Janitorial Safety Training Guide is one in a series of Small Business resource and training guides for small business owners and managers. Other guides available include: Small Business Safety Training Guide and the Restaurant Safety Training Guide.



Worker Occupational Safety and Health Training and Education Program

Safety Orientation

Each year in California, over 4,000 janitors suffer on-the-job injuries and illnesses and need to take time off work. Many of these injuries and illnesses are preventable.

This safety orientation is designed to spark discussion about workplace health and safety and to encourage both management and employees to make janitorial work safer. The picture below summarizes some of the **hazards** in the janitorial industry and some of the **injuries and illnesses** that could result:

- ERGONOMIC HAZARDS:** Repetitive tasks like mopping and wringing can cause aches, pains, and numbness in the neck, arms, and hands. Lifting heavy items can strain the back.
- ROBBERIES AND ASSAULTS:** Janitors working alone at night may face special risks.
- ELECTRICAL HAZARDS:** The presence of water combined with the use of electrical equipment can cause electrical shock.
- CHEMICAL HAZARDS:** Toxic chemicals found in cleaning and other products can cause eye irritation, skin rashes, coughing, dizziness, and more serious illnesses.
- SLIPS AND FALLS:** Wet floors and uneven carpets can cause slips and falls, which can result in broken bones, sprains, and other injuries.

Discussion Questions for Management & Employees

1. Can you think of other hazards in your workplace?
2. What should you do if you experience these (or any other) health symptoms?

Janitorial Safety Training Program WOSHTEP

For additional information or to schedule a customized training workshop in your area, contact:

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