



"Techno – Social Excellence"
Marathwada Mitra Mandal's
INSTITUTE OF TECHNOLOGY (MMIT)
Lohgaon, Pune-411047

Department of Applied Science

Report on Awareness Programme for House Keeping Staff

Date: 2nd Sept 2015

Venue: Seminar Hall, MMIT, Lohgaon

Time: 9 am to 10 am

This Program was organized by First Year Applied Science Department on above mentioned date and venue specially for House Keeping Staff. The goal of this program is to increase the awareness of the importance of good housekeeping procedures, and how good housekeeping can reduce environmentally related accidents and injuries.


Head of the department Dr. U.P Moharil focuses on how good housekeeping is the foundation of a safe, healthy and pleasant workplace. Following are some guidelines for the housekeeping staff

Housekeeping Guidelines

- Keep work areas neat and clean.
- Place tools, equipment and supplies in their correct places.
- Keep stairways and other walkways free of debris, hoses and other obstructions. Put trash in approved containers.
- Remove protruding objects such as nails, spikes, wire or other sharp points.
- Keep workbenches and stations free from items that are not being used or worked on at present.
- Place oily rags in the metal containers provided.
- Paper cups, plates, and lunch debris, including trash must be thrown in the appropriate trashcans.
- To avoid skin irritations, wash frequently, using soap and water. Wear gloves when handling substances that may cause irritation


Coordinator
L.A. Deshmukh




HOD
Dr. U.P. Moharil