



HOUSEKEEPING CHECKLIST

Unit:		BHARAT HEAVY ELECTRICALS LIMITED																														
		PROJECT :																														
For the month of :																																
S.No	Check Points	1	2	3	4	5	6	7	9	10	11	12	13	14	15	16	17	18	19	21	22	23	24	25	26	27	28	29	30	31	Remarks	
1	Access ways free from obstacle																															
2	Available of Scrap yard																															
3	Material stacked properly&barricaded																															
4	Daily disposal of wastes to outside																															
5	Segregation of Hazardous & Non-hazardous materials																															
6	Signage's																															
7	Overall cleanness of office and its surrounding.																															
8	Drinking water point hygenic																															
9	Periodic cleaning of water tank																															
10	Water availability in toilets																															
11	Regular cleaning of toilets & urinals																															
12	Available of Rest shed																															
13	Proper cleaning of rest rooms																															
14	Available nos. of House Keeping crew																															
Sign. Of Site HSE Supervisor																																