

WHAT IS HOUSEKEEPING?

Housekeeping is to store in an orderly fashion, parts, containers, tools, equipment and other materials and to dispose of and/or recycle trash and salvageable materials in a timely manner.

WHY IS IT IMPORTANT?

All areas are subject to periodic public and regulatory agency view. Unkempt areas are frequently subject to increased agency inspection and scrutiny. Additionally, areas with poor housekeeping have increased safety hazards (i.e. trip hazards).

HOW SHOULD AREAS BE MANAGED?

- Department areas must be kept neat and orderly.
- Trash must be placed in the appropriate trash containers.
- All trash containers must be covered/closed to avoid wind-blown transport of refuse.
- Clean, painted, and properly labeled drums may be used in areas without dumpsters. When full, the trash from the trash drums shall be disposed of in the nearest trash dumpster. Trash drums shall not be used for garbage when a garbage dumpster can be used at the location.
- Drums used for trash will be responsibility of the shops or departments that are using them.
- In storage yards and work areas, construction materials, parts, and other materials must be stored on pallets in rows so that they can be easily accessed and inspected. Properly stored materials will not appear discarded as unusable items.
- Equipment and vehicles shall be inspected for leaks and any leaks shall be repaired. Leaking vehicles shall not be allowed to contaminate soils. (Follow **BMP 332 – Equipment Storage**)
- Lime spillage shall be maintained so it does not spread from the lime slaker tank. All lime spills shall be cleaned up to ground surface in a timely manner. Personnel performing the clean-up work shall contact Environmental Services for the proper storage area or return material back into the lime process.
- Storage of any solid or liquid material on any tailing dam, leach pile or slag pile is prohibited without prior review and written approval signed by the Manager of the Environmental Services Department.
- Dust from all operations shall be cleaned and maintained to prevent the build-up and blowing of dust.
- The Surface Department shall clean and maintain paved roadways in a timely manner to prevent the buildup of dust and mud caused by vehicle travel.
- All areas using process solutions shall keep areas washed down as needed to keep standing process solutions in these areas at a minimum.

EMPLOYEE TRAINING

All personnel shall receive training or at the least have access to this BMP when dealing with housekeeping on Morenci property.

Training will be provided by Supervisors and/or area Team Environmental Representative.

QUESTIONS OR NEED HELP?



ENVIRONMENTAL BEST MANAGEMENT PRACTICE

BMP No. 318
Housekeeping

Division Representatives

All areas

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