

A place for everything and everything in its place

Attention getter

You all probably know that Jack Ntuli, one of our forklift truck operators, died last night in hospital as a result of injuries sustained when his forklift truck overturned a few nights ago. Our day shift workers are partly responsible because of their apathy to rectify unsafe housekeeping conditions before someone could get hurt.

Point

This particular accident was to a great extent caused by a highly unsafe condition which was caused by bad housekeeping. The transport services offloaded a consignment of crates and bales shortly before going home time. The crates and bales were brought into the store but left right in front of the door in the middle of the main aisle.

Reason

When Jack came on duty for the night shift, he fetched his forklift truck from the parking bay and started driving towards the workshops where he had to load and move two repaired cooling units to the laboratory. When he negotiated a blind corner in the store, he found that the aisle right in front of his truck was totally obstructed by the bales and crates already mentioned. He instinctively tried to swerve his machine to avoid a collision but, unfortunately, also applied the brakes. These two factors together caused the forklift to overturn. Jack fell off his machine and landed up under it. In the process his pelvis and upper leg were crushed, which subsequently caused his death.

Example

Good housekeeping simply means that there should be a place for everything and that everything should be kept in its place. The materials left in the aisle were not in the right place and this created a hazard.

Action

I would expect from you to do the following things to get and keep our housekeeping on line again:

1. Every supervisor and worker will do a survey to ensure that the demarcation of aisles and storage areas is adequate.
2. All materials causing obstruction in aisles will immediately be removed and placed in their proper places.
3. All delivered goods must be placed in their appropriate places (not in the aisles).
4. Regular inspections, looking for items which may pose hazards in your area of responsibility, will commence immediately. A report on the inspection findings and corrective action must be submitted.
5. All irregularities regarding storage and placement of materials must be rectified immediately or reported to someone who can rectify the matter. §

'n Plek vir alles en alles op sy plek

Aandagtrekker

Julle weet natuurlik almal dat Jack Ntuli, een van ons vrkhyserbestuurders, gisteraand in die hospitaal gesterf het aan die beserings wat hy opgedoen het toe hy sy vrkhyser nou-die-aand omgegooi het. Ons dagskofwerkers is deels verantwoordelik vir sy dood omdat hulle te lamlendig is om onveilige huishoudingsafwykings onmiddellik reg te stel voor iemand seerkry.

Punt

Die ongeluk is veroorsaak deels deur 'n hoogs-onveilige toestand wat deur slegte huishouding geskep is. Die vervoerdienste het kort voor huistoegaantyd vir die dagskof 'n vrag kratte en bale met goedere afgelewer. Die goed is ingebring in die stoor in maar, omdat die mense haastig was om huistoe te gaan, net daar voor die deur, reg in die middel van die hoof-vervoerpaadjie gelos.

Rede

Toe Jack op nagdiens kom, het hy sy vrkhyser in die parkeerarea gaan haal en in die rigting van die werk-winkels beweeg om twee gerepareerde verkoelingseenhede te gaan oplaai vir vervoer na die laboratorium. Toe hy om die blinde draai in die stoor kom was die pad geheel en al versper deur die kratte en bale. Hy het instinkmatig probeer uitswaai om 'n botsing te verhoed maar het ongelukkig ook die rem getrap. Die swaai en remme saam het veroorsaak dat die vrkhyser omgeslaan het. Jack het in die proses afgeval en onder die masjien beland - sy bekken en bobeen is vergruis wat dan ook sy dood tot gevolg gehad het.

Voorbeeld

Goeie huishouding is eenvoudig 'n saak van 'n plek vir alles en alles op sy plek. Die materiaal in die paadjie was nie op die regte plek nie en het sodanig 'n gevaar geskep.

Aksie

Ek sal van u verwag om die volgende stappe te doen om ons huishoudingsprogram weer op dreef te kry en te hou:

1. Elkeen sal 'n opname maak in sy afdeling om te verseker dat looppaadjies en bergingsareas behoorlik uitgemerk is.
2. Alle versperings in paadjies sal onmiddellik verwyder word en in die voorsiene ruimtes, rakke en dies meer geplaas word (nie in die paadjies nie).
3. Alle goedere wat afgelewer word moet dadelik in die toepaslike areas geplaas word.
4. Gereelde inspeksie van die plasing van items wat gevare mag skep in u verantwoordelike gebied sal onmiddellik in werking tree - 'n verslag oor sodanige inspeksie en regstellingsaksie sal ingedien word.
5. Alle onreëlmatighede met betrekking tot die berging en plasing van materiaal moet dadelik reggestel of aangemeld word aan iemand wat dit kan regstel. §

NOTES / NOTAS:-----
