**Sample General Safe Work Practice for Sweeping**

Sweeping floors may involve awkward positions of wrists and prolonged contact pressure on hands. Also, the back and neck are often in an awkward forward bent posture.

Do

* Alternate right and left hands at the top of the mop handle
* Use lightweight brooms, standup dustpans, and lobby brooms
* Use tools that allow you to remain upright.
* If needed, bend your knees and not your back.
* Wear knee pads and kneel down to get closer to the work
* Add a foam sleeve over the broom handle for a better and more comfortable grip

Do not

* bend your back.