

INFOCUS



Ensuring Your FDW's Safety

It is important to ensure that your FDW has a safe working environment. Your close supervision and guidance are important particularly when your FDW needs to clean the windows or hang laundry from height.

Here are some safety guidelines and tips to share with your FDW and other family members.

Cleaning Windows

When cleaning the exterior of window panes:

- ✓ You or an adult family member must be **physically present** to supervise your FDW.
- ✓ There must be **window grilles** installed and they must be locked **at all times during the cleaning process**. The FDW is not allowed to clean the windows if there are no window grilles or without supervision.
- ✓ Use cleaning tools with extended handles.



Employer's supervision is required.



Hanging Laundry

It is just as important to ensure that your FDW hangs laundry safely. Advise your FDW to:

- ✓ Keep feet **firmly on the floor**; do not tip toe.
- ✓ Hang **heavier clothes closer to the bracket** and lighter clothes at the far end of the pole.
- ✓ Hang only a **few pieces of clothing on each pole**, so that it is light enough to control easily.
- ✓ Ask for your help when bringing in the laundry if it is raining heavily.

Remind your FDW that she must never:

- Stand on raised platforms when standing at the window.
 - Lean out of the window.
 - Climb onto the window ledge to retrieve items that have dropped onto the ledge.
- Instead, she should inform you immediately.

