**Instructions:** Evaluate your workplace for slip, trip or fall hazards. Then resolve any outstanding issues that could cause an incident.

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| **Surface Conditions** | **Yes** | **No** | **NA** |
| Floors are kept clean and dry (except where wet processes are necessary).  |  |  |  |
| Floors are not slippery. Floors that are or may become wet are covered with non-slip material. |  |  |  |
| Where wet floors or processes are necessary, proper drainage is provided and raised surfaces, mats, or other dry standing places are provided. |  |  |  |
| Floors are free from protruding nails, loose boards, cracked tiles, and other walking hazards |  |  |  |
| Holes are repaired or covered. |  |  |  |
| Surfaces in poor condition are repaired or guarded by visible barricades. |  |  |  |
| Mats and carpeting lay flat and are securely fixed. |  |  |  |
| Entryways have absorbent mats for preventing slips due to wet conditions. |  |  |  |
| Changes in direction or elevation are clearly marked. |  |  |  |
| Adequate headroom is provided for the entire length of all walkways. |  |  |  |
| **Actions needed:**  |

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| **Housekeeping Hazards** | **Yes** | **No** | **NA** |
| Work areas, aisles, and walkways are kept free of debris or clutter. |  |  |  |
| Walkways are free of cords and wiring. |  |  |  |
| Exit and entrances are unobstructed at all times.  |  |  |  |
| Landings and stairways are free of debris. |  |  |  |
| Containers are readily available for the disposal of trash. |  |  |  |
| Equipment and materials are not left lying on floor. |  |  |  |
| All spilled materials are cleaned up immediately. |  |  |  |
| Materials and equipment stored in a way that does not present a hazard. |  |  |  |
| Employees know where housekeeping materials are located and how to use them. |  |  |  |
| There are adequate supplies for clean-up, barricading, and posting wet-floor signs. |  |  |  |
| Employees are trained to clean up any spills promptly and to notify others of the spill. |  |  |  |
| **Actions needed:**  |

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| **Stairs, Ramps, and Guardrails** | **Yes** | **No** | **NA** |
| Changes in elevation are clearly identified. |  |  |  |
| For elevation changes greater than 19 inches, either a ramp or stairs is used. |  |  |  |
| Walking surfaces of ramps contrast visually and materially from the surrounding floor. |  |  |  |
| Ramps and stairs have slip-resistant surfaces. |  |  |  |
| Stair riser height and tread depth is uniform. |  |  |  |
| Handrails are present if stairs have one or more risers. |  |  |  |
| On stairways that are less than 44 inches wide that are enclosed on both sides, at least one handrail is present. |  |  |  |
| On stairways that are less than 44 inches wide that and are open on one side, a stair rail or guard is present on the open side. |  |  |  |
| On stairways that are wider than 44 inches, handrails are present on both sides.  |  |  |  |
| Handrails on stairs run entire length of stairway and extend past the top and bottom steps. |  |  |  |
| Handrails are tight and at the proper level. |  |  |  |
| Adequate lighting is provided in stairwells and landings. |  |  |  |
| Guardrails provided wherever walking surfaces are elevated more than 30 inches off of the floor. |  |  |  |
| Doors do not open onto stairways without landings.  |  |  |  |
| Actions needed: |
| **Administrative Controls and Inspections** | **Yes** | **No** | **NA** |
| A program is in place for ice and snow removal in outdoor areas. |  |  |  |
| A program is in place for leaf control and removal in outdoor areas. |  |  |  |
| An anti-slip shoe policy is enforced for employees. |  |  |  |
| An effective preventative maintenance program is in place. |  |  |  |
| A walk-through inspection process is in place. |  |  |  |
| Employees are trained in slip, trip and fall prevention techniques. |  |  |  |
| Controls for machinery and other areas where spills and leaks frequently occur are in place.  |  |  |  |
| Parking lots and sidewalks are free of broken pavement, potholes, gaps and cracks. |  |  |  |
| Carpets and mats are regularly inspected for uneven wear, buckling, and curling. |  |  |  |
| Friction testing is performed on surfaces to determine if controls are needed |  |  |  |
| A floor cleaning and housekeeping schedule is in place and includes proper waste disposal.  |  |  |  |
| A building inspection is performed to assure all work areas are well-lit. |  |  |  |
| **Actions needed:** |