

Safety Bulletin

Slip, Trip & Fall Prevention - General Industry

Careful attention is required by all employees to avoid injuries from slips, trips, and falls. A slip occurs when there is too little traction or friction between the shoe and the walking surface. A trip occurs when a person's foot contacts an object or drops to a lower level unexpectedly so they are thrown off balance.

Reduce Your Risk of a Slip, Trip, and Fall Incident

Good Housekeeping

Report and/or remove any liquids or debris. Use paper towels and spill clean up pads to act promptly. Know how to contact facilities personnel for additional action as needed.

Proper Footwear

Anticipate the weather (ice, snow, rain) and workplace conditions. Use footwear that reflects these conditions. Maintain your footwear properly and replace it when necessary.

Change Lightbulbs

Report flickering or burnt-out lights to ensure properly lit working areas. Control wet areas with lobby floor mats, umbrella bags, and kitchen mats. Use snow/ice melt for outdoor walkways as necessary.

Use a Flashlight

If walking or working in a dim environment, bring a source of light to help identify hazards. Know your building's emergency lighting systems and where emergency flashlights are found.

Take Your Time

If you anticipate slip or trip hazards, walk with caution and make wide turns at corners.



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Walk the Walk

Adjust speed and pace to the terrain; use rails or other stable objects to help balance; walk with feet pointed slightly out, keeping center of balance; use feet as probes to detect possible slip and trip hazards.

Carry Carefully

Do not carry a load that will obstruct your view while walking. Make sure that you have a clear path of movement before you begin.

Look Around: What Causes of Slips and Falls Do You See?

- Parking Lot
- Sidewalk
- Loading/Unloading Area
- Rain Gutter Spillway
- Entry Lobby
- Hallways

- Storage Rooms
- Maintenance Closet
- Client/Consultation Rooms
- Classroom
- Multi-purpose Room
- Reception Area
- Office Area
- Break Room/Lunch Room
- Restrooms

Significant Causes of Slips, Trips, and Falls:

- Slippery/wet surfaces caused by water or other substances
- Discarded or dropped items on walking surfaces
- Cords or hoses lying on the floor

- Uneven surfaces, sudden changes in floor or ground level
- Unanchored or uneven floor mats or runners
- Obstacles in walkways
- Forward-looking view obstructed by an object (or person)
- Footwear with inappropriate sole for terrain; loose/poor-fitting footwear
- Personal factors (mental distractions, fatigue, other physical conditions)

By making loss control visit(s), evaluations and/ or recommendations, or providing safety materials, Berkshire Hathaway Homestate Companies and this Consultant have not and do not undertake or assume any duty to you or anyone else, including but not limited to: A) Identifying or reporting upon any hazard at your premises; B) Managing, controlling, or correcting any hazard; or C) Enforcing compliance with any local, state, or federal safety or health law. Our recommendations or safety materials may not address every possible loss potential, code violation, or exception to neither good practice nor will compliance with any submitted recommendations guarantee the fulfillment of your obligations as required by any local, state, or federal laws. Loss Control is your management's daily responsibility. You are urged to implement and maintain your safety and health management programs.

Please fill out the meeting attendance form on the next page to track training.

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Slip, Trip, & Fall Prevention Meeting Attendance Form

We recommend that our policyholders use this form as a tool to formally acknowledge Slip, Trip, & Fall Prevention meeting attendance. Please fill out with the necessary information below.

Meeting Conducted by (Print Name)

Date (mm/dd/yy)

Handouts Provided

Location

Department

Placed in Employee
Reference Folder

Meeting Attendance (Print Name Legibly)
