

Checklist for Recognizing Slip, Trip and Fall Hazards

1. General Work Environment	OK?	CORRECTIVE ACTIONS
• Documented, functioning housekeeping program in place		
• All workstations clean, sanitary and orderly		
• Adequately lit		
• Work surfaces kept dry		
• Spills cleaned up immediately according to proper procedures		
• Combustible scrap, debris and waste stored safely and removed from worksite properly		
• Regulated waste discarded according to federal, state, and local regulations		
• Accumulations of combustible dust routinely removed from elevated surfaces		
• Oily and paint-soaked waste disposed in metal waste cans		

2. Aisles and Walkways	OK?	CORRECTIVE ACTIONS
• Kept clear		
• Marked as appropriate		
• Adequately lit		
• Free of surface defects		
• Mats and carpets properly anchored with no worn, frayed or upturned edges		
• Wet surfaces covered with high-traction material		
• Walkway free of protruding objects		
• Walkway free of cords, cables, wiring, open drawers and other obstacles		
• Spills cleaned up immediately		
• Slight changes in elevation clearly identifiable		
• Adequate headroom		
• Guardrails provided when walkway is elevated		
• Bridges provided over conveyers and similar hazards		

3. Stairs, Stairways, and Ramps	OK?	CORRECTIVE ACTIONS
• Adequately lit		
• Generator or battery powered emergency lighting available		
• Handrails on all stairways with four or more risers and on ramps		
• Stairways at least 22 inches wide		
• Stairs that change direction have landing platforms		
• Stairs angle no more than 50 and no less than 30 degrees		
• Stairs of uniform size and shape		
• Steps have slip-resistant surface/nosings		
• Handrails between 30 and 40 inches from the leading edge of stair treads		
• Handrails located at least 3 inches from the wall they are mounted on		
• Stair bottom and top clear of swinging doors		

4. Escalators	OK?	CORRECTIVE ACTIONS
• Handrail is easy to hold		
• Escalator safety procedures posted at every escalator		
• Step nosings marked in a bright color		
• Under-step lighting at top and bottom landings to provide visual indicator of start and end of escalator ride		
• Side clearance between step and sidewall is no more than 3/16"		
• Sidewalls made of low-friction material so that shoes will not stick on them		
• Emergency shutoff buttons are located at top and bottom of every escalator		
• Sensory devices are installed that detect foreign objects and shut off the escalator automatically		

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5. Floor and Wall Openings	OK?	CORRECTIVE ACTIONS
• Openings guarded by a cover, guardrail or equivalent (except at entrance to stairways or ladders)		
• Toeboards installed around edges of permanent floor openings		
• Skylight screens constructed and mounted to hold at least 200 pounds		
• Grates and similar covers over floor openings designed so that foot traffic or rolling equipment will not get caught		
• Manhole covers, trench covers and similar covers, plus their supports carry a truck rear axle load of at least 20,000 pounds when subject to vehicle traffic		

6. Elevated Surfaces	OK?	CORRECTIVE ACTIONS
• Signs posted showing elevated surface load capacity		
• Guardrails on surfaces elevated more than 30 inches above floor or ground		
• Elevated surfaces provided with 4-inch toeboards		
• Permanent means of access and egress provided to elevated storage and work surfaces		
• Required headroom provided		
• Material on elevated surfaces placed to prevent it from tipping, falling, collapsing, rolling, and spreading		
• Dock boards or bridge plates used when transferring materials between docks and trucks or rail cars		

7. Ladders and Scaffolding	OK?	CORRECTIVE ACTIONS
• Portable step ladder height 20 feet or less		
• Portable step ladder equipped with a metal spreader or locking device		
• Single ladder height 30 ft or less		
• Extension ladder height 60 ft or less		
• Fixed ladder height 30 ft or less – after 30 ft, landing platforms every 30 ft		
• Fixed ladders over 20 ft equipped with a cage		
• Ladders and scaffolds free of cracks, loose rungs and sharp edges		
• Ladders and scaffolds free of dirt and grease		
• Ladders and scaffolds have slip resistant grips		
• Employees are following safe standards and procedures		
• Footing on scaffolding sound, rigid, and capable of carrying maximum load		
• Scaffolding capable of carrying 4 times its maximum load		

8. Parking Lots and Sidewalks	OK?	CORRECTIVE ACTIONS
• Kept clear of fallen timber/debris and loose gravel		
• Curbs and ramps properly color coded		
• Clear of snow and ice		
• Speed bumps and tire stops clearly marked		
• Adequately lit		
• Free of surface defects		
• Free of upheaval		
• Fluids cleaned up immediately		
• Slight changes in elevation clearly marked		
• Guardrails provided when walkway is elevated		

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