

## Slips, Trips, & Falls

### Policies & Procedures Checklist

Policies	N/A	Yes	Action Needed
Does your company have a comprehensive slip and fall prevention strategy that defines maintenance procedures and specifies floor cleaning and treatment products?	<input type="checkbox"/>	<input type="checkbox"/>	
Are written slip/fall prevention and accident handling policies posted on employee bulletin boards?	<input type="checkbox"/>	<input type="checkbox"/>	
Is a reward system in place for employees who promote positive safety procedures?	<input type="checkbox"/>	<input type="checkbox"/>	
Do you practice sound record keeping by keeping a cleaning log, including products used, surfaces cleaned, when and by whom tasks are performed, and cleaning procedures?	<input type="checkbox"/>	<input type="checkbox"/>	
Are chronic hazards eliminated by implementing design changes and frequent equipment inspection or servicing?	<input type="checkbox"/>	<input type="checkbox"/>	
Is there a procedure to relocate improperly stored materials?	<input type="checkbox"/>	<input type="checkbox"/>	
Is there a maintenance plan to clean catch basins regularly?	<input type="checkbox"/>	<input type="checkbox"/>	
Is there a procedure to remove snow before employees report to work, delaying the building opening if necessary?	<input type="checkbox"/>	<input type="checkbox"/>	
Is there a communication plan for notifying employees of building delays and closures?	<input type="checkbox"/>	<input type="checkbox"/>	
Training			
Are employees trained about established safety procedures, stressing that safety is everyone's job and offering ongoing education and training as necessary?	<input type="checkbox"/>	<input type="checkbox"/>	
Is a training log maintained for each employee documenting that they were trained on the company's slip/fall prevention strategy?	<input type="checkbox"/>	<input type="checkbox"/>	
Do you maintain instructional videotapes, charts and other training materials from the various cleaning-chemical manufacturers?	<input type="checkbox"/>	<input type="checkbox"/>	
Are all maintenance employees provided with a consistent level of training for proper application of the various floor-finishing products used in the facility?	<input type="checkbox"/>	<input type="checkbox"/>	
Footwear Program			
Are employees in work environments where water, oil, grease or fats could be present required to wear slip-resistant footwear?	<input type="checkbox"/>	<input type="checkbox"/>	
Do you provide employees with access to slip-resistant footwear with a Static Coefficient of Friction (SCOF) value of 0.5 or greater?	<input type="checkbox"/>	<input type="checkbox"/>	

Signage	N/A	Yes	Action Needed
Are “Use Caution-Wet Floor” signs used when employees are mopping floors or there are spills?	<input type="checkbox"/>	<input type="checkbox"/>	
Are signs readily accessible in areas subject to spilled liquids?	<input type="checkbox"/>	<input type="checkbox"/>	
Are the floor signs located above knee height, visible from 360°?	<input type="checkbox"/>	<input type="checkbox"/>	
Are signs selected with large open bottoms to cover hazards or use cones to mark off areas?	<input type="checkbox"/>	<input type="checkbox"/>	

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