

## Slips, Trips and Falls - Health & Safety Checklist

Date:

Department:

Job Title:

### General

**Yes No**

- |  |                       |                       |
|--|-----------------------|-----------------------|
| 1. Are floors uneven/damaged?  | <input type="radio"/> | <input type="radio"/> |
| 2. Do electric cables and air hose trail across pedestrian routes?   | <input type="radio"/> | <input type="radio"/> |
| 3. Is the floor covering damaged?                                    | <input type="radio"/> | <input type="radio"/> |
| 4. Do rugs/mats/carpets curl at the edges/need fixing to the floor?  | <input type="radio"/> | <input type="radio"/> |
| 5. Are floor surfaces slippery when dry?                             | <input type="radio"/> | <input type="radio"/> |
| 6. Are floor surfaces slippery when wet?                             | <input type="radio"/> | <input type="radio"/> |
| 7. Do cleaning materials make the floor slippery?                    | <input type="radio"/> | <input type="radio"/> |
| 8. Do residues build up on floor surfaces/ground making it slippery? | <input type="radio"/> | <input type="radio"/> |

**A "YES" response to any of the above requires remedial measures to be taken if controls are inadequate.**

### Procedures/Working Practices/Workplace

- |   |                       |                       |
|---|-----------------------|-----------------------|
| 9. Are lighting levels adequate on all traffic or pedestrian routes?  | <input type="radio"/> | <input type="radio"/> |
| 10. Where there are changes in levels, is lighting adequate and<br>the change in level highlighted by a color change/hazard tape? | <input type="radio"/> | <input type="radio"/> |
| 11. Are handrails provided where appropriate, where there are<br>level changes?   | <input type="radio"/> | <input type="radio"/> |
| 12. Do all staircases and steps have handrails where appropriate?   | <input type="radio"/> | <input type="radio"/> |

13. Are procedures in place to immediately clean up spillages?
14. If greasy liquids are spilled, is a suitable cleaning agent available and used?
15. Are appropriate signs used after floors have been cleaned and an alternative bypass route provided?
16. Are passageways/stairs/escape routes kept clear?
17. Are articles properly stored and put away, so they do not cause obstructions?
18. Are safe working procedures adopted when transporting items up or down stairs?
19. Are ladders inspected and maintained?
20. Are damaged ladders taken out of service at once and disposed of?
21. Are safe working procedures adopted when using ladders/working at height?
22. Are openings in floors fenced off?
23. When workmen/cleaners are working on site, does risk assessment include creation of tripping/slipping hazards?
24. Is provision of appropriate footwear considered in risk assessment in relation to slips, trips and falls?
25. Are risk assessments always done before working at height and suitable controls in place?
26. In a workplace where flooring can be slippery, do you wear non-slip shoes?

**A “No” response to any of the above requires risk assessment/remedial measures to be taken.**

**Other comments:**