

Training Manual	
Subject: Staying Alert: Avoiding Slips, Trips and Falls	Number: 5.035

I. Overview

Slips, trips and falls can occur every day. The extent of injuries and their recurrence can also be minimized through proper safety knowledge and attitudes. Practice safety--don't learn it through negative experiences.

A. Slips

Slips can be caused by wet surfaces, spills, or weather hazards like ice or snow. Slips are more likely to occur when you hurry or run, wear the wrong kind of shoes, or don't pay attention to where you're walking.

To avoid slips:

1. Be on the lookout for foreign substances on the floors
2. Watch for deposits of water, food, grease, oil, soap, or debris - even small quantities are enough to make you slip
3. When entering a building from the outdoors or from debris areas, clean your footwear thoroughly - snowy and rainy weather requires that you clean off the soles of your shoes
4. Don't go too fast, walk safely, and avoid changing directions too sharply
5. Replace footwear that has become worn and smooth, as this increases the likelihood of slips.

B. Trips

Trips occur whenever your foot hits an object and you are moving with enough momentum to be thrown off balance. Trash, unused materials, any object left in the aisles or other areas designed for pedestrian traffic invite falls. Extension cords, tools, carts, and other items should be removed or properly barricaded off. Report any equipment or supplies that are left in walkways to the safety coordinator. Keep passageways clear of debris.

To avoid trips:

1. Walk where you're supposed to walk - short cuts through machine areas invite accidents
2. Concentrate on where you are going -- horseplay and inattention leaves you vulnerable to unsafe conditions.

C. Falls

The worst falls are from elevated positions like ladders and elevated platforms. They result in serious injuries and death.

To avoid falls:

1. Hold on to handrails when using stairs or ramps - they are there to protect you should a fall occur. If you're carrying a heavy load which hampers your ability to properly ascend or descend stairs find help!

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- When climbing, use a ladder of proper length that is in good condition. Keep it placed on a firm surface. Do not climb a ladder placed on machinery, crates, stock or boxes. Keep the ladder's base 1 foot away from the wall for every 4 feet of height. Don't over-reach. Always have control of your balance when working from a ladder. Never climb a ladder with your hands full, and always carry tools in proper carrying devices.

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