

Slips, Trips, and Falls: What Supervisors Need to Know | Prevention

EXERCISE #2

Target Audience: All supervisors

Exercise Objective: To review slip, trip, and fall prevention requirements supervisors should emphasize in employee training sessions and safety meetings

Instructions: Have trainees complete the checklist below. Then discuss the results as a group and answer any questions.

	YES	NO
Do you train employees to:		
• Perform required housekeeping duties properly and as scheduled?	<input type="checkbox"/>	<input type="checkbox"/>
• Remove or report slip, trip, and fall hazards?	<input type="checkbox"/>	<input type="checkbox"/>
• Put things away after use?	<input type="checkbox"/>	<input type="checkbox"/>
• Avoid leaving boxes, tools, cords, or other trip hazards in walkways?	<input type="checkbox"/>	<input type="checkbox"/>
• Pick up items from the floor, even if they didn't put them there?	<input type="checkbox"/>	<input type="checkbox"/>
• Step over obstructions, not on them?	<input type="checkbox"/>	<input type="checkbox"/>
• Walk slowly and change directions slowly?	<input type="checkbox"/>	<input type="checkbox"/>
• Watch for changes in floor level—such as a few steps or a ramp?	<input type="checkbox"/>	<input type="checkbox"/>
• Report lighting problems to maintenance right away?	<input type="checkbox"/>	<input type="checkbox"/>
• Never enter a dark room or area before turning on a light?	<input type="checkbox"/>	<input type="checkbox"/>
• Avoid placing anything on stairs?	<input type="checkbox"/>	<input type="checkbox"/>
• Clean up spills right away?	<input type="checkbox"/>	<input type="checkbox"/>
• Use signs or barriers to warn co-workers of wet, slippery, or otherwise hazardous floors?	<input type="checkbox"/>	<input type="checkbox"/>
• Use mats on floors in wet areas to keep from slipping?	<input type="checkbox"/>	<input type="checkbox"/>
• Walk slowly and slide feet on slippery surfaces?	<input type="checkbox"/>	<input type="checkbox"/>
• Wear sensible shoes with nonslip soles?	<input type="checkbox"/>	<input type="checkbox"/>
• Look where they're going?	<input type="checkbox"/>	<input type="checkbox"/>
• Be especially careful when carrying loads?	<input type="checkbox"/>	<input type="checkbox"/>
• Hold on to the rail going up and down stairs?	<input type="checkbox"/>	<input type="checkbox"/>
• Use ladders to reach high places?	<input type="checkbox"/>	<input type="checkbox"/>
• Inspect ladders before use, climb carefully, and work safely?	<input type="checkbox"/>	<input type="checkbox"/>
• Take precautions to prevent slips, trips, and falls outdoors and at home?	<input type="checkbox"/>	<input type="checkbox"/>

Slips, Trips, and Falls: What Supervisors Need to Know | *Prevention*

GUIDANCE

1. Review the checklist item by item, and ask trainees to discuss their responses. To successfully apply progressive discipline, they should have checked all or most of the "Yes" boxes.
2. Emphasize that employees must be trained to recognize and eliminate slip, trip, and fall hazards in the workplace. Encourage trainees to raise slip, trip, and fall prevention issues at regular safety meetings and to provide refresher training for employees from time to time as well.
3. Urge trainees to take a systematic and comprehensive approach to slip, trip, and fall prevention, including inspections, hazard correction, employee training, implementation of safe work rules, enforcement of housekeeping standards and schedules, and monitoring of results.