

SLIPS, TRIPS AND FALLS

APPENDIX A

Slip, Trip, and Fall Hazards Audit Checklist					
Campus:		Building:			
Building Manager:		Area:			
General Work Environment		Yes	No	N/A	Comments
1	Are all campus sites clean, sanitary and orderly?				
2	Adequately lit?				
3	Work surfaces kept dry?				
4	Spills cleaned up immediately according to proper procedures?				
5	Regulated waste discarded according to federal, state and local regulations?				
6	Accumulations of combustible dust routinely removed from elevated surfaces?				
7	Oily and paint-soaked waste discarded in covered metal waste cans?				
Aisles and Walkways		Yes	No	N/A	Comments
1	Aisles and walkways kept clear?				
2	Aisles and walkways are marked as appropriate?				
3	Aisles and walkways are adequately lit?				
4	Aisles and walkways are free of surface defects?				
5	Mats and carpets properly anchored with no worn, frayed or upturned edges?				
6	Wet surfaces covered with high-traction material?				
7	Walkway free of protruding objects				
8	Walkway free of cords, cable wiring, open drawers and other obstacles?				
9	Slight changes in elevation clearly identifiable?				
10	Adequate headroom?				
11	Guardrails provided when walkway is elevated?				
12	Bridges provided over conveyors and similar hazards?				
13	Are standard guardrails provided wherever aisle or walkway surfaces are elevated more than 30 inches above any adjacent floor or ground?				
Stairs, Stairways and Ramps		Yes	No	N/A	Comments
1	Adequately lit?				
2	Generator or battery powered emergency lighting available?				
3	Are there handrails on all stairways with four or more risers and on ramps?				
4	Are stairways at least 22 inches wide?				
5	Do stairs that change direction have landing platforms?				

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<b>Stairs, Stairways and Ramps</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
6	Are stair angles between 30 and 50 degrees?				
7	Are the stairs of uniform size and shape?				
8	Do steps have slip-resistant surface and nosing?				
9	Are the handrails between 30 - 34" from the leading edge of the stair treads				
10	Are handrails located at least 3" from the wall they are mounted on?				
<b>Floor and Wall Openings</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
1	Are openings guarded by a cover, guardrail or equivalent				
2	Are toeboards installed the edges of permanent floor openings?				
3	Are grates or similar type covers over floor openings designed so that foot traffic or rolling equipment will not get caught?				
<b>Elevated Surfaces</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
1	Are signs posted showing elevated surface load capacity?				
2	Are guardrails on surfaces elevated more than 30" above the floor or ground?				
3	Are elevated surfaces provided with 4" toeboards?				
4	Is the required headroom provided?				
5	Is material placed on elevated surfaces, piled, stacked or racked in a manner to prevent it from tipping, falling, collapsing, rolling or spreading?				
<b>Ladders</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
1	Are ladders free of cracks, loose rungs and sharp edges?				
2	Are ladders free of dirt and grease?				
3	Do ladders have slip resistant grips?				
<b>Parking lots and Sidewalks</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
1	Are kept clear of fallen timber/debris as well as loose gravel?				
2	Are curbs and ramps properly color coded?				
3	Adequately lit?				
4	Free of surface defects or breaks?				
5	Slight changes in elevation clearly identifiable?				
6	Are fluids cleaned up immediately?				