

SLIPS, TRIPS, AND FALLS PLAN

AUTHORITY AND SCOPE

REGULATIONS: 29 CFR 1910.22 and 29 CFR 1910.23, Walking-Working Surfaces

SCOPE: This Plan applies to all [Company Name] employees and contracted employees in all work areas.

POLICY STATEMENT

It is the policy of [Company Name] to prevent injuries to all employees and ensure their safety at work. All walking and working surfaces will be maintained free of slip, trip, and fall hazards that could result in injury to workers and visitors. Fall prevention programs and appropriate fall protection systems will be installed and implemented whenever a worker is exposed to a fall of 6 feet (ft) or more from unprotected sides or edges, holes, leading edges, wall openings, and other fall hazards. See the below table - **PLAN ADMINISTRATION**

PLAN ADMINISTRATION

Function	Name/Department	Contact Information
Plan Administrator	[name]	Work phone: Cell phone:
Job Hazard Analyst		Work phone: Cell phone:
Employee		Work phone: Cell phone:

THE PLAN ADMINISTRATOR

- Implement the slip, trip, and fall prevention program.
- Enforce all safety policies and procedures in the slips, trips, and falls safety plan.

JOB HAZARD ANALYST

The Job Hazard Analyst will conduct periodic inspections, surveys, and analysis of slip, trip, and fall hazards for all walking and working surfaces.

SUPERVISORS

- Continually conduct safety checks of work operations for slip, trip, and fall hazards on walking and working surfaces.
- Ensure that employees follow safety procedures and policies in the Plan.

EMPLOYEES

- Follow the procedures of this Plan and the instructions of their supervisor.
- Report any unsafe or hazardous conditions or acts that may cause injury to either themselves or any other employees.
- Keep working surfaces uncluttered, orderly, free of trip hazards, and free of other hazards that could result in personal injury or injury to others.

PLAN, REVIEW AND UPDATE

This Plan will be reviewed annually by all supervisors and changed or updated as needed to ensure the program's effectiveness.

DEFINITIONS

FLOOR HOLE—An opening measuring fewer than 12 inches (in.) but more than 1 in. in its least dimension in any floor, platform, pavement, or yard through which materials but not persons may fall, such as a belt hole, pipe opening, or slot opening.

FLOOR OPENING—An opening measuring 12 in. or more in its least dimension in any floor, platform, pavement, or yard through which persons may fall, such as a hatchway, stair or ladder opening, pit, or large manhole. Floor openings occupied by elevators, dumb waiters, conveyors, machinery, or containers are excluded from this subpart.

GUARDRAIL—A rail secured to uprights and erected along the exposed sides and ends of platforms.

HANDRAIL—A single bar or pipe supported on brackets from a wall or partition, as on a stairway or ramp, to furnish persons with a handhold in case of tripping.

PLATFORM—A working space for persons, elevated above the surrounding floor or ground, such as a balcony or platform for the operation of machinery and equipment, also, an extended step or landing breaking a continuous run of stairs.

WALL HOLE—An opening fewer than 30 in. but more than 1 in. high, of unrestricted width, in any wall or partition, such as a ventilation hole or drainage scupper.

WALL OPENING—An opening at least 30 in. high and 18 in. wide in any wall or partition through which persons may fall, such as a yardarm doorway or chute opening.

LADDER—An appliance usually consisting of two side rails joined at regular intervals by crosspieces called steps, rungs, or cleats, on which a person may step to ascend or descend.

TOEBOARD—A vertical barrier at floor level erected along exposed edges of a floor opening, wall opening, platform, runway, or ramp to prevent falls of materials.

HAZARD ASSESSMENT

[name] has conducted or overseen a job hazard analysis (JHA) of walking and working surfaces for potential slip, trip, and fall hazards. See **ATTACHMENT [NUMBER 1] FOR A COPY OF THE JOB HAZARD ANALYSIS WORKSHEET** and **ATTACHMENT [NUMBER 2]** - for a copy of **THE SLIP, TRIP, AND FALL HAZARD ASSESSMENT SURVEY**.

ACCIDENT INVESTIGATIONS

All incidents that result in injury to workers, as well as near misses, regardless of their nature, will be reported and investigated. Investigations will be conducted by [name] or other competent person as soon after an incident as possible to identify the cause and means of prevention to eliminate the risk of reoccurrence.

In the event of an incident that results in serious injury, the Slips, Trips, and Falls Plan will be reevaluated by [name] to determine if additional practices, procedures, or training is necessary to prevent similar future incidents.

PLAN IMPLEMENTATION

FLOOR LOADING

[name] will ensure that the floors where employees will work have the strength to support the workers, equipment, storage, and activities approved by the building code and that such loads will be marked on plates in a conspicuous place in each space to which they relate. Such plates will not be removed or defaced.

No load will be placed on any floor or roof of a building or other structure in excess of the rated load for the structure or other load established in the applicable building code.

WORKING SURFACES--HOUSEKEEPING

Supervisors and workers will adhere to the following requirements to keep working surfaces clear of tripping and other hazards:

- Keep all worksites clean, sanitary, and orderly.
- Keep work surfaces dry.
- Provide warning signs for wet floor areas.
- Use waterproof footwear to decrease slip and fall hazards in areas that are frequently wet.
- Ensure work surfaces are slip-resistant.
- Ensure spills are reported and cleaned up immediately.
- Use non-skid waxes and surfaces coated with grit to create nonslip surfaces in slippery areas such as toilet and shower areas.