



ALLIANZ COMMERCIAL

Retail operations

Risk Bulletin

Slip, trip and fall self inspection checklist

Directions: This checklist will serve to indicate areas where you should focus attention for reducing the potential for slip, trip and fall accidents. A "No" response to any question indicates corrective action should be considered. This checklist should be completed at least quarterly as part of your overall safety program efforts.

Completed by:

Date:

Time:

	Yes	No	N/A	Actions taken
Management policy				
Do you have a written slip, trip and fall prevention policy supported by management?				
Employee orientation and refresher training includes slip, trip and fall prevention?				
Do you analyze workers' compensation and general liability loss data for fall trends?				
"What To Do In Case Of An Accident" response and reporting procedures in place?				
Staff trained on proper application, rinsing and disposal of floor cleaner and floor treatment?				
Formal inspection and floor cleaning program with a log system to document completed work?				
Do you utilize a "slip meter" to measure the floor's coefficient of friction (COF)?				
Is the COF measurement .50 or above?				
Does the inspection and cleaning program adequately address volume of customer traffic during the course of a business day, i.e., more customers, more frequent inspections and cleaning?				
Do you require an inspection/cleaning or "weep" logs and are they completed as scheduled?				
Are all employees instructed to clean up spills immediately?				
Portable signs available and used to indicate wet floors or temporary hazard and left in place until floor is dry or hazard corrected?				
Formal "Fall Protection" program in place to address safety of employees working at heights or from elevated workstations?				
Employees trained in proper use of ladders?				
Ladder inspection program in place with damaged ladders removed from service?				

Interior conditions

Good housekeeping maintained: aisles clear, storage room orderly, floor free of debris?

All walkways clear of displays, temporary storage or power cords?

Quarry-tile floors contain abrasive grit or are etched for better traction and periodically steam-cleaned to remove accumulations of grease and detergent?

Is present floor cleaner effective in removing detergent and grease residue?

Traction-enhancing floor treatment applied where appropriate? Stair treads of adequate width with consistent riser height? Stair treads equipped with abrasive strips or other non-skid surface?

Steps equipped with handrails, 30 - 34 inches above the stair tread and with a minimum 3-inch clearance from wall or mounting surface?

Steps highlighted and, if carpeted, a contrasting color than floor carpeting?

Carpet stretched tight with no rips or tears?

Carpet cleaning limited to off hours or low traffic times?

Flat edge metal or wood boundary strips used to transition carpet to tile or wood floors?

Weather mats provided at entrance doors during inclement weather, in good condition, and replaced on a regular basis?

If mats are used, are they of sufficient length to dry footwear bottoms?

Individual(s) assigned responsibility to monitor and replace weather mats with available spare mats?

Changes in interior elevations properly illuminated?

Emergency lighting provided and functional?

Are floor rates levied with the understanding surface with openings designed so that foot traffic will not be affected? 0 1 30 38.81 cm 0 0 m 22.87 0 ISQ 1 0 0 ed with abrasn.50 or r q rf1H prmr()Tj0 -1.2 Td(Tr)24 (affic ill not b)-10 (o2 Td.2 Td(Tr)24 (affic ill il not b)-10 (e aff)15

Series of horizontal lines for handwritten notes or answers.

Comments: