



Dear Customer,

This educational booklet will provide you with a valuable overview of common causes of slips/trips and falls, a slip, trip and fall prevention plan, how to reduce the likelihood of a injury, and steps to take should an accident occur. According to the Centers for Disease Control and Prevention, slip, trip and fall accidents are the most common injuries in retail operations and hospitality businesses.

Many of the employee and customer injuries associated with slips, trips and falls can be avoided if management and employees work together to follow loss prevention guidelines.

To learn more about Allianz Risk Management programs, contact your agent, broker or Allianz representn (e)-2 (s)5i An oan

Falls occur because of various factors; a slip, stumble, trip over an object or a sudden, quick movement throwing the body off balance.

Slips generally occur as a result of the failure of traction between a person's foot and the walking surface. Slip is the sliding action of the foot along a walking surface as a result of an inadequate coefficient of friction at the point where the foot contacts the walking surface. If

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1. Care of the injured person

- Make the injured person as comfortable as possible
- Arrange for prompt first aid and/or medical care. (Note: If a customer is the injured person, do not suggest that you or your insurance company will pay all doctor or hospital bills.)
- Ask the injured person how the accident happened.

2. Document the accident as soon as possible

- Go immediately to the scene of the accident
- Be courteous
- Be businesslike
- Inspect the scene carefully
- Note all conditions that may have contributed to the accident. Also, note if a surveillance camera may have recorded the accident
- Get all of the essential details. Be sure to:

CAUTION

Information for employees on:

Slip, trip and fall prevention

Slip, trip and falls are a leading cause of employee and customer injuries. The National Safety Council indicates that slip, trip and fall accidents account for as much as 60% of all employee injuries and as much as 80% of customer injuries. Many of the hazards which result in a slip, trip and fall accident are items that are easily corrected. Unfortunately, many times these hazards are either ignored or considered too minor to deal with at the time they are noticed. It is only when there has been an accident that someone decides to correct the hazard. The following information can help you to:

- Recognize slip, trip and fall hazards
- Prevent slip, trip and falls
- Know what to do when slip, trip and falls happen.

Why do slip, trip and falls happen?

Listed below are a few of the hazards which can lead to a slip, trip and fall accident:

- Poor housekeeping (i.e., cluttered workspaces, etc.)
- Lack of non-slip surfaces in showers/bath tubs
- Obstructed aisles or walkways
- Displays sticking out into aisleways
- Water spills/leaks
- Lack of walking surface maintenance (i.e., potholes, cracked or buckled surfaces, etc.)
- Grease spills/splashes
- Inadequate snow/ice removal
- Inadequate illumination of walking surfaces
- Unmarked changes in elevation
- · Lack of handrails on stairs.

The key to reducing slip, trip and fall accidents is recognizing and correcting the hazards which can result in a slip, trip and fall accident. It sounds relatively easy, but if you are in a facility every day, you may tend to overlook or disregard some of the so called minor hazards (i.e., water on the floor in the bathroom). The thing to remember is that these "minor" hazards can lead to a major accident!

What you can do to reduce the likelihood of a slip, trip and fall accident

1. Keep your eyes open

When walking through the facility take a look around. Are bathroom floors dry and clean? Are aisles free of obstructions? Are the parking lots in good condition with adequate lighting provided?

2. Report any slip, trip and fall hazard to management immediately

If you discover a slip, trip and fall hazard, report it to management immediately so that it can be corrected. Better yet, take the initiative to correct the hazard yourself if it is something you can do immediately (cleaning up a water spill).

3. Practice safety

Don't obstruct your own view of the walking surface when carrying items.

Don't be the cause of a slip, trip accident (i.e., if you spill something, clean it up immediately!).

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Additional slip/trip and fall Resources:

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