



# Town of North Yarmouth

## Slip and Fall Prevention Plan

Introduction Slips, trips, and falls exact a substantial toll in terms of death, personal injury and suffering, workers' compensation, loss in productivity, and liability. Loss of productivity is often an unfortunate side effect. On average, workers who are injured as a result of a slip and fall accident spend more days away from work than those who are injured as a result of other causes.

Slips can occur when floors or other working surfaces and/or equipment become slippery due to wet or oily processes, floor cleaning, leaks, or from materials and debris left in walkways. Trips can occur due to uneven floor or working surfaces, protruding nails and boards, from stretched carpet or bunched floor mats intended to prevent slipping, from holes or depressions in working surfaces, and from step-risers on stairs that are not uniform in height. Both slips and trips can result in falls. In addition, falls can occur when ladders are not maintained properly, and when stairways and elevated working surfaces are not designed properly.

According to OSHA, slips, trips and falls constitute the majority of general industry accidents and result in back injuries, strains and sprains, contusions, and fractures. Additionally, they cause 15 percent of all accidental deaths and are second only to motor vehicles as a cause of fatalities.

## Hazard Control

**Engineering Controls.** Controls that are engineered into the job are the most effective type of control. Examples of engineering controls include:

- Redesign of equipment
- Substitution of a material, equipment, or process
- Change of process to minimize slips, trips, and falls
- Use of barriers to isolate a hazard
- Use of barriers to isolate a person
- Use of grab rails

**Administrative Controls.** Controls that change the way people do their jobs. They are only effective when people do what they are supposed to do. Administrative controls include:

- Education and training
- Signage
- Three points of contact (means you're using two hands and one foot, or one hand and two feet, to support your body while mounting or dismounting a vehicle, stable platform or ladder. The three points of contact should be broken only after you reach your destination (the ground, vehicle cab, stable platform, etc.)
- Routine inspections of ladders, stairs, walking and working surfaces
- Maintenance
- Good housekeeping

## Walking-Working Surface Inspection and Maintenance

Managers and supervisors are committed to preventing accidental slips, trips and falls. We will make regular, frequent inspections of working and walking areas to identify environmental and equipment hazards which could cause slips, trips and falls. Special attention should be given to the walking, working surfaces, housekeeping, lighting, vision, stairways and ladders. Immediate corrective action should be taken.

## SLIP, TRIP, AND FALL PREVENTION CHECKLIST

### Outdoor Walking Surfaces:

Location:	Date:		
“NO” responses indicate areas which should be investigated	YES	NO	N/A
Are parking areas free of potholes, depressions or damaged/uneven surfacing?			
Are curbs in good condition with an even transition to sidewalk?			
Are wheel stops, curbs, crosswalks and speed bumps well-marked?			
Is slip-resistant paint used for all pavement markings?			
Are wheel stops situated to prevent vehicles from infringing upon walkways?			
Is there adequate lighting in parking areas and along walkways?			
Are sidewalks and walkways smooth and even (no raised edges >1/4")?			
Is the ground surface directly next to sidewalks relatively level and free from hidden drop-offs or holes?			
Are walkways free of cords, hoses, large grate openings or other tripping hazards?			
Are open, unpaved and/or grassy areas that are expected to be walked on free of holes and low-lying objects like sprinkler heads and valves?			
Are downspouts and drains oriented to prevent discharge onto walkways?			
Are walkways that are subject to wet or icy conditions coated or designed with a rough, textured finish?			
Are handrails present and in good condition on stairs and ramps?			
Are ramps constructed with slip-resistant materials or treated with traction strips?			
<b>NOTES:</b>			

## Indoor Walking Surfaces:

Location:	Date:		
"NO" responses indicate areas which should be investigated	YES	NO	N/A
Are walkways free of low-lying objects, especially at blind corners?			
Are floor tiles in good condition with no broken or missing tiles?			
Are grouted floor tiles smooth and even with no lippage > 1/16"?			
Are doorway thresholds beveled and no more than 1/4" high?			
Is carpeting free of ripples, tears and humps?			
Are stair nosings in good condition?			
Do stair nosings have edge treatments or highlighting to increase visibility?			
Is lighting in stairwells adequate?			
Are steps in low-light areas, like auditoriums, illuminated at ground level?			
Are utility or drain covers in good condition and even with walkways?			
Are cords and hoses routed away from walkways?			
Are cord covers or tape used whenever cords are placed along walkways?			
Are good housekeeping practices followed, and are they effective in maintaining walkways in an open and clear condition?			
Are walkways free of liquids, oils or other contaminants that could create a slippery condition?			
Have detailed floor maintenance procedures been documented and communicated to employees?			
Have floor maintenance procedures and cleaners been examined to ensure their use doesn't create hazardous, low-traction walking surfaces?			
Are wet floor signs used appropriately and not placed so as to create a trip hazard?			
Are wet process work areas treated with traction strips, anti-slip coatings or mats designed for wet processes?			
Are entry mats adequate to prevent water and soil from being tracked inside?			
Are mats in good condition, able to clean shoes/boots and absorb water?			
Are indoor mats replaced as needed or dried with a wet vacuum during the day to prevent snow/water infiltration?			
Do mats have slip-resistant backings and lie flat with minimal buckling?			
<b>NOTES:</b>			

## Snow/Ice Management:

<b>Location:</b>	<b>Date:</b>		
<b>“NO” responses indicate areas which should be investigated</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
If using a snow/ice management contractor, are detailed contracts in place?			
Does contract specify weather triggers and expectations during thaw/refreeze conditions?			
Are walkways and parking areas cleared before people arrive in the morning?			
Are walkways and entrances shoveled throughout the day during snowy conditions?			
Are ice control products applied to effectively manage slip hazards on walkways, especially on north sides of buildings?			
Is black ice controlled with ice melt, sand, oil absorbent compound and/or warning cones?			
Is snow piled so as to minimize thaw/refreeze problems?			
<b>NOTES:</b>			



# Town of North Yarmouth

Approved By: Deborah Grover, Interim Town Manger

DATE Enacted: 08-12-2021

Plan Reviewed Dates:	Reviewed By:	Signature
December 31, 2021		
December 31, 2022		
December 31, 2023		
December 31, 2024		
December 31, 2025		
December 31, 2026		
December 31, 2027		
December 31, 2028		
December 31, 2029		
December 31, 2030		
December 31, 2031		
December 31, 2032		
December 31, 2033		