

Slips, Trips & Falls Checklist

Entry & Exit Points	Yes	No	N/A	Action
Are the entry and exit points kept clear?				
Are the mats, if provided, in safe condition?				
Are the mats, if provided, in the appropriate location?				
In times of bad weather are entry and exit points kept dry?				
Walkways				
Are walkways free from obstruction?				
Are walkways kept clear of rubbish?				
Are cables kept away from walkways?				
Are hoses kept away from walkways?				
Is the floor covering maintained in safe condition?				
Stairs / Steps				
Is the top of the stairs free from obstruction?				
Is the bottom of the stairs free from obstruction?				
Are the stairs or steps are well lit?				
Are the stairs provided with a fixed handrail?				
Are sudden level changes adequately signed?				
Cleaning & Spills				
Are barriers used while cleaning is taking place?				
Is excess water removed from the floor surface to aid the drying process?				
Are spills cleaned-up immediately?				
Are absorbent materials provided to clean-up spills?				
Is there easy access to the appropriate signage?				
Footwear				
Do employees wear suitable footwear?				
Has the need for slip-resistant or safety footwear been addressed by the risk assessment?				
General				
Does the workplace adopt a 'clean as you go' policy?				
Are employees informed and aware of the slip, trip and fall hazards in the workplace?				
Is suitable signage used?				
Are employees advised to wear appropriate footwear?				

Area:

Checked by:

Date:

Actions Required:

Yes

No

This is not an exhaustive list. This checklist can be used to aid in completing a slips, trips and falls risk assessment. This checklist should be used regularly to highlight potential hazards.