

## SLIP-FALL INSPECTION CHECK LIST

	ACCEPTABLE	DESCRIBE HAZARD NOTED	DESCRIBE ACTION TAKEN
<p><b>Building</b></p> <p><b>Assembly rooms and classrooms</b></p> <ul style="list-style-type: none"> <li>- Condition of steps</li> <li>- Verify condition of carpet, no curled edges</li> <li>- Floor surface free of defects, broken tile, peeling vinyl</li> </ul>			
<p><b>Special Areas</b></p> <p><b>Pools</b></p> <ul style="list-style-type: none"> <li>- Rules posted and enforced</li> <li>- Surfaces properly maintained</li> </ul> <p><b>Gymnasiums</b></p> <ul style="list-style-type: none"> <li>- Use of correct wax</li> <li>- Spills cleaned promptly</li> </ul>			
<p><b>Restrooms</b></p> <ul style="list-style-type: none"> <li>- Restroom floors free from defects and properly maintained. No evidence of plumbing leaks.</li> <li>- Verify there is no water accumulation</li> <li>- Floors drains are not plugged/ allow adequate drainage.</li> </ul>			

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<p><b>Food service operation</b></p> <ul style="list-style-type: none"> <li>- Verify correct shoes worn</li> <li>- Floor is kept free from slip hazards such as food or liquid spills, and other debris.</li> <li>- No grease accumulation on floors</li> <li>- Prompt clean-up</li> <li>- Water pooling, verify proper drainage</li> <li>- Floor mats are in good condition, free of grease, and used appropriately (i.e. mat is not a trip hazard).</li> <li>- Floor surfaces are free of defects, no broken tile</li> </ul>			
<p><b>Building perimeter</b></p> <ul style="list-style-type: none"> <li>- Sidewalks &amp; ramps are free of defects (e.g. cracks, breaks, holes).</li> <li>- Sidewalks &amp; ramps do not show signs of surface upheaval or unevenness.</li> <li>- Guardrails shall be provided and secured on all open sides of unenclosed elevated locations. Example of elevated locations include: balconies, runway ramps, or working surfaces that are more than 30 inches above the floor, ground, or other working areas of a building (Exception: loading dock).</li> </ul>			

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<p><b>Building perimeter</b></p> <ul style="list-style-type: none"> <li>- Surfaces in poor repair (i.e. holes, surface upheaval, and broken tiles) guarded by readily visible barricades, rails or other equally effective means.</li> <li>- Planters and lawns shall be maintained level with the adjoining sidewalks, parking areas, or slope upwards away from walkways.</li> <li>- Tree grates shall be maintained level with the adjoining sidewalks and, parking areas.</li> <li>- Entrance thresholds shall be secure to ensure there is no potential trip hazard.</li> </ul>			
<p><b>Housekeeping</b></p> <ul style="list-style-type: none"> <li>- Verify there is no loose material on floors.</li> <li>- Verify there are no obstructed hallways.</li> <li>- Verify there is no storage in stairways.</li> <li>- Floor mats have beveled edges, and promote drainage.</li> <li>- Portable signs, and equipment used for spills cleanup and wet surfaces are available for use.</li> <li>- Notify management of any unsafe conditions immediately.</li> </ul>			

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<p><b>Lighting</b></p> <ul style="list-style-type: none"> <li>- Check for burned out or inoperative lights</li> <li>- Verify lighting levels meet local code requirements</li> <li>- (Perform a night inspection)</li> </ul>			

\*\*\*Deficiencies and noted hazards should be corrected. Please contact Physical Plant for maintenance repairs. Contact Property Management to perform accident investigations.