**Toolbox Topics**

**Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Trainer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SLIPS TRIPS AND FALLS**

**Slips, trips, and falls have been a dangerous reality for far too employees. Some of these injuries have resulted in** **serious career and life altering injuries** . **DON’T LET YOURSELF BE THE NEXT**

**VICTIM!**

**Falls are dangerous but even a slip can cause serious injury! Joints of the upper extremities and back can also be** **injured when a slip causes you to “grab-on” to avoid a fall. Head, back, neck,**

**knee, and ankle are common injuries** **from falls but just a slip can often cause hyperextensions or sprains of shoulders, wrists, elbows, and necks.** **Don’t get in a hurry! When walking on slick, uneven, or loose terrain, take the time to check your path carefully and** **treat it as a serious threat to your health and well-being.**

**Follow these basic safety procedures at all times:**

** Wear your PPE. Wear steel toed boots with aggressive tread and ankle support.**

** Use fall protection over 6-feet if handrails are not present.**

** Never walk with the view or your path obstructed by something you are carrying.**

** Keep your work area clean! A clean work area is a safe work area.**

** Take the time conditions require to walk, climb, or travel safely to your destination. Never run in the work** **place unless it is an emergency.**

**SLIPS**

**Slips hazards can be created by many conditions. Oil and fluid spills, dirty or wet walking surfaces, damaged or** **worn steps, and accumulation of ice and snow to mention a few. Wet surfaces are common at our facilities and can** **be especially dangerous when steps and ladders on equipment are worn smooth or when freezing conditions exist.** **We must continually clean up after ourselves and conduct regular site inspections in order to identify and correct** **hazards before people get hurt. Below are some tips for avoiding slip hazards:**

1) **Clean up spills right away. Use floor dry on oil spills immediately. Clean up spilled liquids even if you were not the one who spilled it.**

2) **Don’t let grease accumulate on equipment or floors. Keep the engine compartment and frame clean in** **areas where you step up to wash windows or check fluids**.

3) **WIPE YOUR FEET! Track-in can be dangerous. Be cautious on smooth surfaces such as concrete floors** **or tile when your shoes are wet or muddy. Clean your shoes before accessing ladders, steps, or other slick** **surfaces.**

4) **Take small, deliberate steps to keep your body’s centre of gravity directly over your feet.**

**5) Avoid loose, uneven surfaces. Ruts, dirt clods, rocks, and other loose surfaces can cause you to slip,** **fall, or twist ankles and knees.**

6) **Keep salt, sand, brooms, and shovels handy to keep pathways safe for pedestrians** .

7) **Use non-skid materials such as tape, sprays, or expanded metal to keep worn steps and other slick** **surfaces safe.**

8) **Use any handrails; grab bars, or other fixed objects to help prevent slipping** **.**

9) **Inspect your workplace and equipment. Look for defects in ladders, loose material, ice, snow, and mud** **build-up.**

10) **Be careful when stepping out of a door or building. Many slips occur during the transition from indoor to** **outdoor conditions.**

**Trip Hazards**

**Most trip hazards result from poor housekeeping and failure to watch your path while walking. Care should be** **taken not to allow clutter to build up in our work areas. Below are some tips for avoiding falls resulting from trip** **hazards:**

1) **Only carry loads you can see over. If possible carry the load on your shoulder, not in front of you. If your**

**load is to large or bulky to see your path get assistance or use a dolly.**

2) **Store materials and tools in cabinets or other assigned storage. Don’t let them lay around!**

3) **Route extension cords/hoses safely** . **Keep them out of walkways. Don’t leave cords/hoses laying** **unattended in areas where they could cause a trip hazard. Hang them UP!**

4) **Keep your work area clean and maintain stair/ramps. Remove “loose footing” hazards and keep steps,** **ramps, floors and stairs secure, clean, and free of debris.**

5) **Make sure worksites are well lit. Keep lights in working order and use supplemental lighting as required.**

6) **Keep your focus in front of you. Cell phones, activity, and conversation, may distract you from watching** **your path. Make sure to look ahead even when performing other tasks** .

**Falls from Height**

**Falls from height are especially dangerous. Falls from just a few feet can cause serious injury and even death.** **Often we underestimate the danger of common tasks such as climbing portable ladders, accessing large** **machinery, or working on elevated surfaces. One small mistake can result in life altering injuries. Please read the** **tips for avoiding falls from height and incorporate them into your daily practices.**

1) **Inspect ladders and handrails. Make immediate repairs of defects or remove the defective equipment** **from service.**

2) **Don’t Jump! A jump is a planned fall and can be just as dangerous as any other.**

3) **Wear fall protection when working over 4 feet (for industry) and 6-feet (construction) off the ground without handrails. Handrails are required on** **all working surfaces 4-feet or more above the next level.**

4) **Don’t reach or overextend your body outside the rails of a ladder. Your feet could slip or the ladder could** **fall if you move too far off your centre of balance.**

5) **Tie–off when working from a ladder**. **If you perform work from a ladder, over 6-feet above the ground,** **find a secure place to tie-off.**

6) **Keep your hands free when climbing. Many falls are caused by hoses, brushes, tools, or other objects** **interfering with our grip while climbing.**

7) **Maintain 3-points of contact at all times while climbing**.

8) **Never climb/stand on handrails** . **Take the time to get a ladder if you must access an area above the** **platform you are working from. Use fall protection if your work puts you at risk of falling outside the** **handrails!**

9) **Always face your equipment when exiting your equipment. It is much easier to control your decent and** **avoid a fall from this position.**

10) **Train and maintain fall protection systems. The proper equipment and training MUST be available for** **employees working at height. A harness, lanyard, and anchor devices are the basics. Inspect all** **equipment before each use and replace as signs of wear and tear appear.**

**“** **Life's challenges are not supposed to paralyze you; they're supposed to help you discover who you are.”**

***Bernice Johnson Reagon***