

<b>Garmong Construction Services</b>					
<i>EMPLOYEE SAFETY POLICY HANDBOOK – Slips, Trips, and Falls</i>					
<b>Last Revised:</b>	<b>January 25, 2012</b>	<b>By</b>	<b>Douglas Mahurin, MS, CSP</b>	<b>This Copy Printed:</b>	<b>1/25/2012 4:32:00 PM</b>

## ***Slips, Trips, and Falls***

Slips, Trips and Falls (ST&F) are one of the most serious and frequently found hazards on the job site. ST&F. A great majority of the near hits reported during Phase One TCPL work were related to these types of hazards. Some basic guidelines to recognize and avoid such hazards are outlined below:

**Boot Care** is critical in maintaining your footing on the job site. Boots must be maintained in good, reasonably clean condition. Boots should be fully laced and boot laces should be replaced as needed. The safety toe of the boot should not be exposed but fully covered with leather. Soles of the boots should not be worn through but have sufficient tread to maintain a grip on the walking surface. The soles of boots should be cleaned as required to maintain proper footing. The proper type of boot should be worn for the task and the weather conditions.

**Walkways** will be maintained through the job site. Avoid taking short cuts over bunkers or through work areas of others. Walkways may or may not be designated, but need to be maintained to allow employees to safely travel to their working areas throughout the job site. These walkways will change as the work dictates, but safe travel must be maintained. Any areas not safe for traffic will be identified and these areas communicated at the daily tailgate meetings.

**Water and Ice** will create additional slipping hazards. Be aware of walking surface conditions, especially where the potential of black ice exists. Keep metal stairs free from ice in the winter months. When traveling up and down stairways, use each step one at a time, to avoid being in a hurry and slipping on the steps. Keep boots as clean as possible from the accumulation of mud, cleaning several times per day when needed. Wear rubber overshoes when needed to protect the leather work boot from exposure to ice, snow and mud.

**Housekeeping** is a key component to safe travel through the job site. Personnel should never have to climb over piles of debris or materials to get to their positions of work. Housekeeping should be maintained at all times with debris being placed in the dumpster as it is created (within a reasonable amount of time) and not waiting until the end of the shift to clean up. Clean up all packing materials as soon as possible being very cautious in handling metal banding. Metal banding should be folded over so that any pointed or sharp ends are not exposed. Tools should not be lying on the ground but away in their proper storage areas when not in use.

Use caution when **entering and exiting vehicles and equipment**. If a piece of equipment has a hand grab, make sure you use it. Maintain three points of contact when climbing any ladders on vehicles or equipment making sure your boots are clean before climbing the access ladder and face the access ladder at all times while in use.

No work should be completed in areas where safe footing cannot be maintained.