

# SLIP, TRIP, AND FALL PREVENTION

Slips, trips, and falls are the leading cause of injuries in the workplace. In addition, these injuries are second only to automobile accidents in causing unintentional deaths in the workplace.

Safety awareness in the office can prevent most slip and fall injuries. Look for these common hazards and take time for these simple precautions:

## SLIPPERY SURFACES

- Beware of wet floors.
- Use mats and clean up spills immediately.
- Wear shoes with slip-resistant soles.
- Avoid high heels and smooth soles.



## TRIPPING HAZARDS

- Keep all electrical cords out of the way or covered.
- Keep all desk drawers, file cabinets, and doors closed.
- Keep files, boxes, books, and bags off the floor.
- Watch your step.
- Be aware of your surroundings. Be mindful of changes in elevation, including stairs, curbs and ramps.

## LADDER AND STEPSTOOL USE

- Never stand on chairs, desk, or countertops.
- Always face forward on ladders and stepstools.
- Wear proper shoes: no sandals, clogs, or loose-fitting shoes.
- Do not stand on the top step or top of the ladder.



## TO REDUCE SLIPS, TRIPS, AND FALLS:

- Contact the custodial staff if you need assistance with a slip and fall issue.
  - Spill clean up
  - Lighting issues
  - Loose or unanchored rugs, mats, carpet
  - Floor maintenance issues
  - Cracks or holes in parking lots
  - “CAUTION WET FLOOR” signs, etc.

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