



Slips, trips and falls (same level) checklist

This checklist may be used to identify hazards and control slips and trips in the workplace. It is not an exhaustive list and you may need to consider other risk factors which are unique to your organisation.

If you answer “no” to any of the questions below you must ensure controls are implemented to eliminate or minimise the risk of slips, trips and falls on the same level.

Check	Yes	No
Internal floor surface and condition		
Do floors have a slip resistant surface?	<input type="checkbox"/>	<input type="checkbox"/>
Is flooring level and unbroken?	<input type="checkbox"/>	<input type="checkbox"/>
Are floor surface transitions easily noticed?	<input type="checkbox"/>	<input type="checkbox"/>
External ground surface and condition		
Are paths for access to and from the workplace clear and level?	<input type="checkbox"/>	<input type="checkbox"/>
Are access ways slip resistant in the wet or sheltered from rain?	<input type="checkbox"/>	<input type="checkbox"/>
Are ground surfaces and pathways maintained in good condition?	<input type="checkbox"/>	<input type="checkbox"/>
Are grates or covers are in good condition with non-slip surfaces?	<input type="checkbox"/>	<input type="checkbox"/>
Are pathways free from moss and other vegetation?	<input type="checkbox"/>	<input type="checkbox"/>
Cleaning procedures		
Is the cleaning method appropriate for the floor surface?	<input type="checkbox"/>	<input type="checkbox"/>
Are clean up procedures effective in promptly managing spills and keeping floors and paths clear from waste material?	<input type="checkbox"/>	<input type="checkbox"/>
Is signage used to warn of wet or slippery areas?	<input type="checkbox"/>	<input type="checkbox"/>
Is there adequate drainage in areas at risk of liquid coming into contact with the floor?	<input type="checkbox"/>	<input type="checkbox"/>
Housekeeping		
Are floors kept clear and tidy?	<input type="checkbox"/>	<input type="checkbox"/>
Is storage for equipment and materials provided close to where used?	<input type="checkbox"/>	<input type="checkbox"/>
Are power outlets positioned to avoid running cords across the floor?	<input type="checkbox"/>	<input type="checkbox"/>
Lighting		
Is lighting adequate to clearly see the path of travel and slip and trip hazards?	<input type="checkbox"/>	<input type="checkbox"/>
Does the environment minimise the amount of glare, contrast or reflection?	<input type="checkbox"/>	<input type="checkbox"/>



Check	Yes	No
Stairs and ramps		
Are the stairs and ramps appropriately designed to relevant standards and maintained in good condition?	<input type="checkbox"/>	<input type="checkbox"/>
Are step and ramp surfaces made slip resistant with foot grips or textured surface?	<input type="checkbox"/>	<input type="checkbox"/>
Are adequate handrails on stairs and ramps?	<input type="checkbox"/>	<input type="checkbox"/>
Are step edges clearly marked and non-slip?	<input type="checkbox"/>	<input type="checkbox"/>
Tasks		
Do the work tasks allow the person to adequately maintain their balance and enable them to save themselves from a slip or trip?	<input type="checkbox"/>	<input type="checkbox"/>
Do tasks allow workers to have an adequate vision of their path? <ul style="list-style-type: none"> Minimise carrying loads on stairs 	<input type="checkbox"/>	<input type="checkbox"/>
Have workers received training in managing the risk of slips, trips and falls? Training should include; slip and trip hazard awareness, spills management and how to report a hazard or maintenance issue. Training records must be kept.	<input type="checkbox"/>	<input type="checkbox"/>
Do workers have adequate time to complete tasks?	<input type="checkbox"/>	<input type="checkbox"/>
Footwear		
Is footwear suited to the purpose of the work? Can it provide good grip on the floor during work duties?	<input type="checkbox"/>	<input type="checkbox"/>
Have workers been advised of footwear requirements? E.g. Suitable footwear policy in place (for selection and usage)	<input type="checkbox"/>	<input type="checkbox"/>

Further information

[Code of Practice: Managing the work environment and facilities](#)

[Code of practice: Managing the risk of falls at workplaces](#)

[Slips and trips at the workplace fact sheet](#)