



WALKING-WORKING SURFACE REQUIREMENTS

Each year thousands of workers are injured because of slip, trip and fall accidents. Many could have been prevented. Slip, trip and fall injuries occur for many different reasons. However, steps can be taken to ensure maximum workplace safety.

Minimum safety guidelines for walkway safety are enforced under OSHA and ADA. The following checklist can be used as a method of minimizing slip, trip and fall incidents using readily available resources as defined by OSHA under General Requirements for Walking-Working Surfaces 1910 Subpart D (1910.22). *“A walking-working surface is any horizontal or vertical surface on or through which an employee walks, works, or gains access to a work area. The rules apply to walking-working surfaces in all general industry workplaces.”* (Occupational Safety & Health Administration [OSHA], 2017)

This checklist is by no means all inclusive, and it may be necessary to make changes to cover specific areas in your own industry.

1910.22(a)

Surface conditions. The employer must ensure:

1910.22(a)(1)

All places of employment, passageways, storerooms, service rooms, and walking-working surfaces are kept in a clean, orderly, and sanitary condition.

1910.22(a)(2)

The floor of each workroom is maintained in a clean and, to the extent feasible, in a dry condition. When wet processes are used, drainage must be maintained and, to the extent feasible, dry standing places, such as false floors, platforms, and mats must be provided.

1910.22(a)(3)

Walking-working surfaces are maintained free of hazards such as sharp or protruding objects, loose boards, corrosion, leaks, spills, snow, and ice.

1910.22(b)

Loads. The employer must ensure that each walking-working surface can support the maximum intended load for the surface.

1910.22(c)

Access an egress. The employer must provide, and ensure each employee uses, a safe means of access and egress to and from walking-working surfaces.

SUBJECT	GENERAL REQUIREMENTS	YES	NO	ACTION/COMMENT
Walkways	All walkways are in good repair, firm, level, and have a slip resistant (High-Traction) surface.			
	Walkways are free of chips, cracks, holes, slippery deposits, or changes in elevation greater than ¼". Walkways are free of any trip hazards such as loose gratings, cables, open drawers, protruding objects and other obstacles.			
	Outdoor walkways are properly illuminated.			
	Outdoor walkways are free of debris, obstructions, and surface contaminants.			
	Deicing compound, salt, and/or sand are used to prevent icing on outdoor walkways. Drainage downspouts should not discharge water onto walkways.			
	On outdoor walkways, protective guardrails are to be provided when walkway is elevated and adjacent to a lower walkway.			
	In restrooms, paper towel dispenser is located over sinks to prevent dripping of water.			

	Locate trash receptacle near paper towel dispenser.			
	Buckets, mops, brooms, etc., should not be located in pedestrian pathways.			
	Walkways are maintained in dry condition.			
	Aisles and walkways are clean and free of clutter.			
	Walkways shall be properly sloped (drained) to eliminate pooling of water.			
Steps, Stairs, Escalators, and Ramps	Steps are of uniform height and do not vary by more than 3/8" between each step.			
	Stair treads are of adequate width and depth.			
	Handrails are provided on at least one side of the stairway.			
	Handrails are properly secured to the sidewall, stable, clean, and easy to grip.			
	Stair landings, steps, and step nosing's shall have a slip resistant (High-Traction) surface.			
	Stairways and landings are well lighted.			
	Step nosing's are of a contrasting color to that of the tread.			
	Doors do not open over stairways, steps, or single steps.			
	Stairs are dry, clean, and free of clutter.			
	Employees should avoid carrying items on the stairs (loads that may affect their balance or view, or prevent them from holding the handrail).			
	Escalator safety procedures are posted at every escalator.			
	Escalator step nosing's marked in bright yellow.			
	Escalator under-step lighting at top and bottom landings to provide visual indicator of start and end of escalator ride.			
	Escalator sidewalls made of low-friction material so that shoes will not stick on them. Steps and comb plate are in good repair.			
	Escalator emergency shutoff buttons are located at top and bottom of every escalator. Prevent use by barricading when not in service.			
	Escalator side clearance between step and sidewall is no more than 3/16".			
	Escalator sensory devices are installed that detect foreign objects and shut off the escalator automatically. Never use an in-operative escalator.			
	Ramp slope shall not exceed 1:12 (5%).			
	Painted ramps contain an appropriate aggregate additive or texture to enhance traction when wet.			

	Ramps are equipped with handrails and/or guardrails.			
	Ramps are properly color coded.			
	Doors do not open over ramps.			
	Handrails and/or guardrails are properly secured to the sidewall, stable, clean, and easy to grip.			
Matting and Grating	Carpet tile/walk-off tile is used in lieu of hard surface flooring in vestibules.			
	Appropriately sized carpet matting (runners) is used on hard surface entrance floors.			
	Carpet mats are not curled, buckled, or rippled along their edges.			
	Carpet mats are inspected frequently to ensure proper placement and that they are lying flat.			
	Mat backings are NFSI Certified as High-Traction.			
	Entryway mats are used during rain or snow conditions and should be removed from service when saturated.			
	Mats, grates, or carpet walk-off tile are utilized to control migration of soil and liquids at all building entrances or other high slip risk locations.			
	Regular inspection of mats for buckling, rippling, curling, or other defects. Remove mats that are damaged or defective.			
	Entrance Mats comply with the NFSI B101.6 standard.			
	Floor Mats are High Traction as tested per NFSI 101C test method.			
	Entry mats are cleaned regularly. Flooring beneath mats must remain dry at all times. Do not lay mats over a wet surface.			
	A supply of spare mats and/or runners are on hand so that when a mat requires replacement, there is no delay.			
	Mats have slip-resistant (High Traction) backing or are otherwise secured to prevent sliding/migration.			
	Grate openings are small enough so that a shoe heel will not catch.			
Mats, gratings, or other similar flooring are used wherever water or spills are likely. Consider using low-profile self-gripping type absorbent mats in high trip risk areas.				
Cleaning Chemicals and Finishes	Maintain walkway surfaces using high-traction cleaning products and/or finishes. Select products that are NFSI Certified for performance.			

	Rinse floors thoroughly after cleaning as to reduce the buildup of polymerized films.			
Housekeeping Procedures	Keep all work environments, passageways, storerooms, and service rooms clean, sanitary, orderly, and free of obstacles.			
	Once identified, employees stay with the spill until it can be removed.			
	Small, contained spills are removed by using paper towels and not a mop and bucket as to not expand the wet hazard area.			
	Floors are not to be mopped during high traffic periods.			
	A documented, functioning housekeeping program is in place.			
	Practice sound recordkeeping by keeping a cleaning log noting products used, surfaces cleaned, when and by whom tasks were performed, and cleaning procedures.			
	Ensure that cleaning product label instructions are followed, as directed.			
	Caution signs and spill control kits are available for quick application.			
	Cleaning materials are stored or disposed of properly.			
	Products are stored properly in appropriate areas.			
	Sink drains are clear and free flowing.			
	Garbage or debris is removed quickly and stored safely.			
Footwear	Employees should be encouraged to wear slip-resistant (High-Traction) footwear or protective overshoes. Employers shall provide them when necessary.			
<p>1910.22(d) <i>Inspection, maintenance, and repair.</i> The employer must ensure:</p> <p>1910.22(d)(1) Walking-working surfaces are inspected, regularly and as necessary, and maintained in a safe condition;</p> <p>1910.22(d)(2) Hazardous conditions on walking-working surfaces are corrected or repaired before an employee uses the walking-working surface again. If the correction or repair cannot be made immediately, the hazard must be guarded to prevent employees from using the walking-working surface until the hazard is corrected or repaired; and</p> <p>1910.22(d)(3) When any correction or repair involves the structural integrity of the walking-working surface, a qualified person performs or supervises the correction or repair.</p>				
Hazard Identification	Post caution signs for all potentially hazardous walkways. Select signs with large open bottoms to cover hazards.			
	Remove tracked-in rain or spilled liquids.			
	Routinely sweep and or dust mop loose debris.			

	Clean up chemical spills using an appropriate absorbent material.			
	Wet Floor or Caution signs are posted at all areas which lead to and in advance of a wet floor hazard. Caution signs are at least 28" tall and visible from 360 degrees. Caution signs are immediately removed when floor is dry. Caution signs are not posted when floors are dry.			
	Eliminate chronic hazards by implementing design changes and frequent equipment inspection/servicing.			
	Relocate improperly stored materials as to prevent trip hazards.			
	Secure electrical wiring that runs across the floor with yellow tape or low-profile beveled edge conduit.			
	Remove ice or snow from exterior walkways and parking lots.			
	Promptly repair parking lot potholes, cracks, and other walkway hazards.			
	Mark all physical hazards (ie: cracks, holes, drop offs, etc.), including inclines, drop-offs, and temporary walkways using yellow slip resistant tape or paint until damage can be repaired or replaced.			
	Barricade doors of single entrance rooms when mopping.			
	Walkway elevations measuring ¼" or greater need to be identified by way of a contrasting-colored marking. Elevations equal to or greater than ½" need to be beveled.			
Contrast and Visibility	Light fixtures are clean to improve visibility			
	Contrasting colors are used between walls and flooring to warn of physical hazards and mark obstructions			
	Transitions between surfaces are clearly marked			
	Mirrors are used to improve sightlines in blind corners			
	Carpet design that is installed in walkways is of a simple, non-geometric pattern, reducing the chance of distraction			
	Emergency or backup lighting systems are in good repair			
	Burned out light bulbs are replaced quickly			
Inspections	Walkways are inspected frequently by trained personnel to identify hazards.			
	Walkway's shall be periodically tested per the NFSI B101.1 and/or B101.3 standards wet Coefficient of Friction (COF). Immediate attention should be paid to correct Low Traction walkways			
	It is recommended that walkway surfaces be audited on a regular basis to identify and eliminate potential slip hazards. Walkway audits			

	shall be conducted per the guidelines as published by the NFSI.			
Employee Training	Uniformly train employees about established safety procedures, stressing that safety is everyone's job.			
	Post written slip, trip and fall prevention and incident handling policies on employee bulletin boards.			
	Keep a training log for each employee to sign that acknowledges they were trained on the company's comprehensive slip, trip and fall prevention strategy.			
	Workers are trained on proper cleaning procedures and consistent level of product usage.			
	Workers are trained to post a caution sign at the hazard location, quickly clean up spills, dry the floor and remove signage once area is dry.			
	Workers are trained on slip, trip and fall prevention.			
	Slip, trip, or fall incidents are reported, documented, and reviewed to determine how to prevent recurrence			