

Potential issue by location	Yes/No	Hazard Rating	Suggested actions
Administrative			
Are tasks set up to avoid hazards such as obstructing workers' vision while using stairs, rushing workers, or distracting them while walking?			Review and improve manual-handling and moving procedures. Solutions could include using dolly carts or installing conveyors.
			Review and improve work activities with the goal of preventing obstructions, rushing, and distraction. For example, to prevent obstructing workers' vision, ensure workers aren't required to use the stairs while holding items.
Are all slip, trip or fall incidents and injuries, including near misses are reported and recorded?			Workers receive training on slip, trip, fall prevention, and reporting.
Is there a written footwear policy that is reviewed annually?			Review footwear policy with all workers annually.
Do JOHSC members identify slip and trip hazards on their inspections?			Fill in this checklist on inspections.
Are all slip, trip or fall incidents investigated with appropriate corrective actions identified and initiated?			Supervisors and JOHSC members have received training on investigations.

Action plan	Person Responsible	Date to be completed	Next Inspection date
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