|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Safety Meeting Record Form** | | | | | | | |
| Company Name |  | | | Meeting Number | | |  |
| Regulation Ref # |  | | | Topic | | | Slips, Trips & Falls |
| **Slips, Trips, and Falls – Major Causes of Slips and Trips** | | | | | | | |
| * Dirty floors are a major cause of slips. Floors with water, grease, or other slippery substances are dangerous. Dust, powders, plastics, and other dry contamination may also cause a slipping hazard. Floor transitions, such as from carpet to marble, also commonly causes slips. Outdoors gravel and other loose surfaces can cause slips, as well as rain, ice, and snow. * Discuss the potential slip hazards in the work area. * General clutter is a common cause of trips in the workplace. Power cords stretched across walkways causes a lot of trips. Open file cabinets and drawers are also a hazard. Uneven surfaces in doorways, wrinkles in carpet, and missing or uneven floor tiles should also be looked out for. * Discuss the potential causes of trips in the work area. * Employee health and condition are a factor in slips and trips. Fatigue can cause an employee to be susceptible to trips and falls. Disorienting effects from drugs and alcohol can be another factor. | | | | | | | |
| **Additional Notes** | | | **Meeting Documentation** | | | | |
| *List any special requirements for this work group or any additional topics discussed.* | | | Meeting Date / Time | |  | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | Meeting Leader | |  | | |
| Work Area | |  | | |
| Attendees | | | | |
|  | | |  | |
|  | | |  | |
|  | | |  | |
|  | | |  | |
|  | | |  | |
|  | | |  | |
|  | | |  | |
| **Additional Information** | | | | | | | |
| SDS Reviewed | |  | Accident Report Reviewed | | |  | |
| Procedure Reviewed | |  | Policy Reviewed | | |  | |