

# SLIP & FALL PREVENTION

## Wintertime Exposures

### Components to optimize your snow / ice removal processes:

#### Plan:

- ☐ Have a signed contract (if using an outside contractor).
- ☐ Contractor/maintenance will have a plow plan to designate where to pile snow.
- ☐ Plan for staggered parking (car rotation) for more effective clearance.
- ☐ Assigned responsibilities for the contractor and your staff are in place.
- ☐ Determine who will be responsible for the upkeep of the dumpster areas.
- ☐ Designated walkways are identified (no-walk areas are closed or marked off).
- ☐ Drains and downspouts aren't creating slip/fall hazards.
- ☐ Salt and shovels are placed at all employee entrances.

#### Remove:

- ☐ Frequency of snow removal: one inch of snowfall or less.
- ☐ Snow/ice removal efforts will be completed before the start of the shift or shift change.
- ☐ Surfaces are cleared to bare pavement.
- ☐ Equipment to clear ice/snow is provided and is in good working condition.

#### Inspect:

- ☐ Conduct/document inspections of main entrances, walkways, and parking lot(s) 30 minutes before shift change.
- ☐ Use a snow/ice removal log.
- ☐ Designated person(s) should contact contractor/maintenance if they need additional service.

#### Educate:

- ☐ Provide all-staff training for personal safety during winter months.
- ☐ Staff should be instructed to use designated walkway during weather events.
- ☐ Staff should be told who to notify to report a potential issue(s).
- ☐ Have a mass communication system plan to alert staff of weather events.