



West Bay Sanitary District Code of Safe Practice

FOR IMMEDIATE RELEASE
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Questions or comments regarding this
Code of Safe Practice should be directed
to the Regulatory Compliance Coordinator.

Walking – Working Surface

Slips, trips, and falls: Most of these types of accidents can be prevented with improved housekeeping, appropriate guardrails, maintenance of working surfaces, and remaining alert to the work surroundings. This COSP provides recommendations for abating hazards that may result in slip, trip, and fall accidents.

HOUSEKEEPING

- Keep all work areas including passageways, store rooms, and service rooms clean, orderly, and sanitary conditions.
- Maintain workroom floors by keeping them as clean and dry as possible at all times, and adhere to a routine cleaning schedule.
- Equip areas where wet processes are used (e.g., dishwashing room in a housing kitchen) with a means of drainage and gratings, mats, or raised platforms.
- Clean spills of water, oil, and other liquids immediately. Repair leaking machinery and equipment to prevent slick areas on floors. Report any spills of hazardous materials immediately.
- Keep all floors and passageways free of protruding nails, splinters, holes, or loose boards. Clearly mark uneven elevations and steep inclines/declines.
- During inclement weather, use “CAUTION – WET FLOOR” signs at building entrances.
- Remove items that may trip workers from the area (e.g., pallet jacks and carts) to designated storage locations after use.
- When surfacing a floor, use a non-slip coating.

AISLES AND PASSAGEWAYS

- Keep aisles and passageways clear and flooring in good repair with no obstruction across or in aisles that could create hazards.

- Clearly mark permanent aisles and passageways in machinery/equipment rooms.
- Maintain sufficiently wide aisles where mechanical handling equipment (e.g., forklift) are used.

COVERS AND GUARDRAILS

- Use covers and/or guardrails to protect employees from the hazards of open pits, tanks, vats, ditches, etc.
- Floor holes, into which employees can accidentally walk, must be guarded by either a standard railing with toe-board (4 inches high) or a floor hole cover of standard strength and construction. When the cover or the guardrail is not in place, the floor hole must be constantly attended by personnel.
- Open-sided floors or platforms that are four (4) feet or more above the adjacent floor must be guarded by a standard railing on all open sides, except where there is an entrance to a ramp, stairway, or fixed ladder.
- Regardless of height, open-sided floors, walkways, platforms or runways above or adjacent to dangerous equipment, pickling or galvanized tanks, degreasing units, and similar hazards must be guarded with a standard railing and toe-board.

PERSONAL PROTECTIVE EQUIPMENT

Protection Area	PPE Required
Eye	
Face	
Hand	
Head	
Foot	Leather steel toe or composite safety toe boots.
Body	
Respiratory	
Hearing	