# Walking and Working Surfaces Checklist

Use this checklist as a starting point and edit the list as necessary for location specific regulations and work performed.

| Yes | No | Description |
|---|---|---|
| | | Maintain all passageways, storerooms, and service rooms in a clean, orderly and sanitary condition? |
| | | Maintain all floors in a dry condition, or, when wet processes are utilized, use the appropriate drainage system, mats, grating, etc.? |
| | | Clean up chemical spills using an appropriate absorbent material. |
| | | Post caution signs for all wet floors. Select signs with large open bottoms to cover hazards. |
| | | Patch parking lot potholes. |
| | | Use non-slip stair treads and landings with abrasive stair nosing. |
| | | Use absorbent walk-off mats at all doorways leading to the outside. |
| | | Use low-profile, highly abrasive matting in areas where grease and oil are present. |
| | | Ensure that there are no protruding nails, splinters, holes or loose boards in every floor, work place and passageway? |
| | | Ensure that all aisles and passageways are appropriately maintained, marked, and are sufficiently wide where mechanical equipment is used? |
| | | Installed the required covers and/or guardrails to protect employees from pits, ditches, tanks, etc.? |

| | | |
|---|---|---|
| | | Marked each floor and/or roof with the maximum load rating limits? |
| | | Guarded each floor and wall opening with the appropriate safety device? |
| | | Installed standard stair railings or handrails on every flight of stairs with four or more risers? |
| | | Installed approved, fixed industrial stairs where employees' work operations require regular travel between levels? |
| | | Use approved portable ladders in conjunction with the appropriate safety precautions? |
| | | Installed cages or a ladder safety device on fixed ladders longer than 20 feet up to a maximum unbroken length of 30 feet? |
| | | Provided the required landing platforms for fixed ladders longer than 20 feet? |
| | | Regularly inspect all ladders, and ensure that the pitch of fixed ladders does not exceed 90 degrees? |
| | | Use scaffolding in an approved manner? |
| | | Use manually propelled ladder stands and scaffolds in an approved manner? |
| | | Secure all portable dock boards? |
| | | Post written slip/fall prevention and accident handling policies employee bulletin boards. |
| | | Be specific when recommending appropriate safety footwear and select only slip-resistant soles. |

**Signature of Inspector:** _____

_____

**Location:** _____ **Date:** _____