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Title Page

Client / Site

Location



Conducted on



Prepared by

List hazards on site

Safety Discussion

STF Injuries

Sprains and Strains

Bruises and Contusions

Fractures

Abrasions and Lacerations

Typical Injury Sites

Knee, ankle or foot

Wrist or elbow

Back or shoulder

Hip

Head

SLIP - too little friction or traction between feet and walking or working surface, resulting in loss of balance.

TRIP - Foot or lower leg hits object and upper body continues moving, resulting in loss of balance.

-Stepping down to lower surface and losing balance.

FALL - occurs when too far off center of balance

Two types:

1. Fall at same level
 2. Fall to lower level
-

Ways to Prevent Slips, Trips and Falls

1. Where possible, avoid walking on wet/slippery surfaces; wipe off the bottom of wet footwear.
 2. Use flashlights or helmet lights to stay clear of holes or floor openings, wet or slippery surfaces, and debris or equipment.
 3. Do not step on any surface until you have visually inspected it to ensure there are no holes or weak spots and that it can support workers and their equipment.
 4. Never carry equipment or loads in your hands when climbing ladders.
 5. Wear backpacks and tool belts to hold equipment and keep both hands free.
 6. Use fall protection when walking or performing emergency response activities near unprotected edges of elevated surfaces.
 7. Use communication devices, particularly hands-free devices, for contacting employers/incident commanders and other workers about slip, trip and fall hazards.
-

Follow Up Questions

Do all employees fully understand slip, trip and falling hazards, and the preventive measures?

Yes No N/A

Are there factors which can cause accidents to happen?

Yes No N/A

List the factors observed

Are there recent accidents occurred?

Yes No N/A

Are there any other concerns?

Yes No N/A

Other concerns

Confirmation

Competent Person (Full Name and Signature)



By signing this, you confirm that the information discussed during this meeting were fully understood.

Click + to add signee who participated during the toolbox talk meeting

Signee

Full Name and Signature



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