

Unite is supporting the HSE campaign to reduce slips and trips in the workplace. This is a priority area for all health and safety Inspectors.

Slips and trips account for about a third of all reported major injuries. 95% of those injuries involve fractures of arms, wrists and ankles. They are the most common hazard faced by Unite members

Some reps will have access to digital cameras, which can be used to photograph and record slips and trips problems in the workplace, but mapping offers an additional way of identifying the problem. **Slips and Trips Mapping** is a tool that safety reps can use to involve members in identifying problems and hazards in the workplace using their knowledge and experience.

Photocopy the blank diagram on the back page to use as your mapping tool.



Thanks to HSE



Name of Unite Rep: _____
Date: _____

Workplace: _____

Risk Mapping Diagram

Key	Hazard	Control Measure

Checklist for Unite Safety Reps

H&S Inspectors have been advised to focus on Slips & Trips where a significant risk of sustaining injury as a result of a slip or trip could be present. Unite safety reps, using the same approach, can decide whether significant risks could be present by:

- looking at the work in progress and discussing other tasks e.g. goods receipt and dispatch, maintenance, cleaning etc to identify where potential risks are/could be present;
- spotting leaking plant or machinery with fluids being allowed to accumulate on floors;
- seeing the build-up of contamination on the floor, with no visible sign of containment or clean-up, e.g. brought in on footwear in wet weather;
- noticing the use of ad hoc measures to control leaks, such as corrugated cardboard being put down or warning signs being left in place for extended periods;
- considering the age and construction of buildings, whether there is evidence of leaking roofs, walkways exposed to the elements and potential for water, mud etc. to be brought into the workroom on wet clothing and shoes or by vehicles;
- seeing cluttered walkways, build-up of waste materials, general untidiness, impeded pedestrian access, trailing cables, etc;
- talking to staff to identify "difficult jobs" or hearing about incidences of falls not leading to injury ('near misses');
- examining records for evidence of S&T problems eg. sickness absence, accident book, RIDDOR reports.

Unite Safety Rep Action

Using this checklist and assessment chart:

- Raise slips and trips issues with your employer.
- Agree a timetable for improvements.
- Check all agreed actions are implemented.

Assessment scale			
Each RISK CONTROL indicator should be assessed against the following 1 - 4 scale. A score of 1 must satisfy all the appropriate criteria of the RISK CONTROL indicator			
1	2	3	4
Full compliance in areas that matter	Broad compliance in areas that matter	Some compliance in areas that matter	Limited or no compliance in areas that matter

Slips and Trips	
a. Floor contamination	Work activities and environment controlled, process plant controlled and maintained to minimise floor contamination such as water, oil, powders, food, spillage promptly and effectively cleaned-up. (consider areas other than those where contamination is inevitable, e.g. Some dye houses, swimming pools.)
b. Suitable floors & footwear	Floors and required footwear give appropriate slip-resistance for conditions. Use of drainage, anti-slip surfaces, mats and grids as necessary (e.g. areas prone to contamination.)
c. Prevention of trip	Floors even, free from holes; gangways well-marked, access routes kept free from trip hazards, e.g. trailing cables, tools; stairs well-constructed and fitted with handrails.

Thanks to USDAW for providing the original Mapping Tool idea

How to Use the Risk Mapping Tool

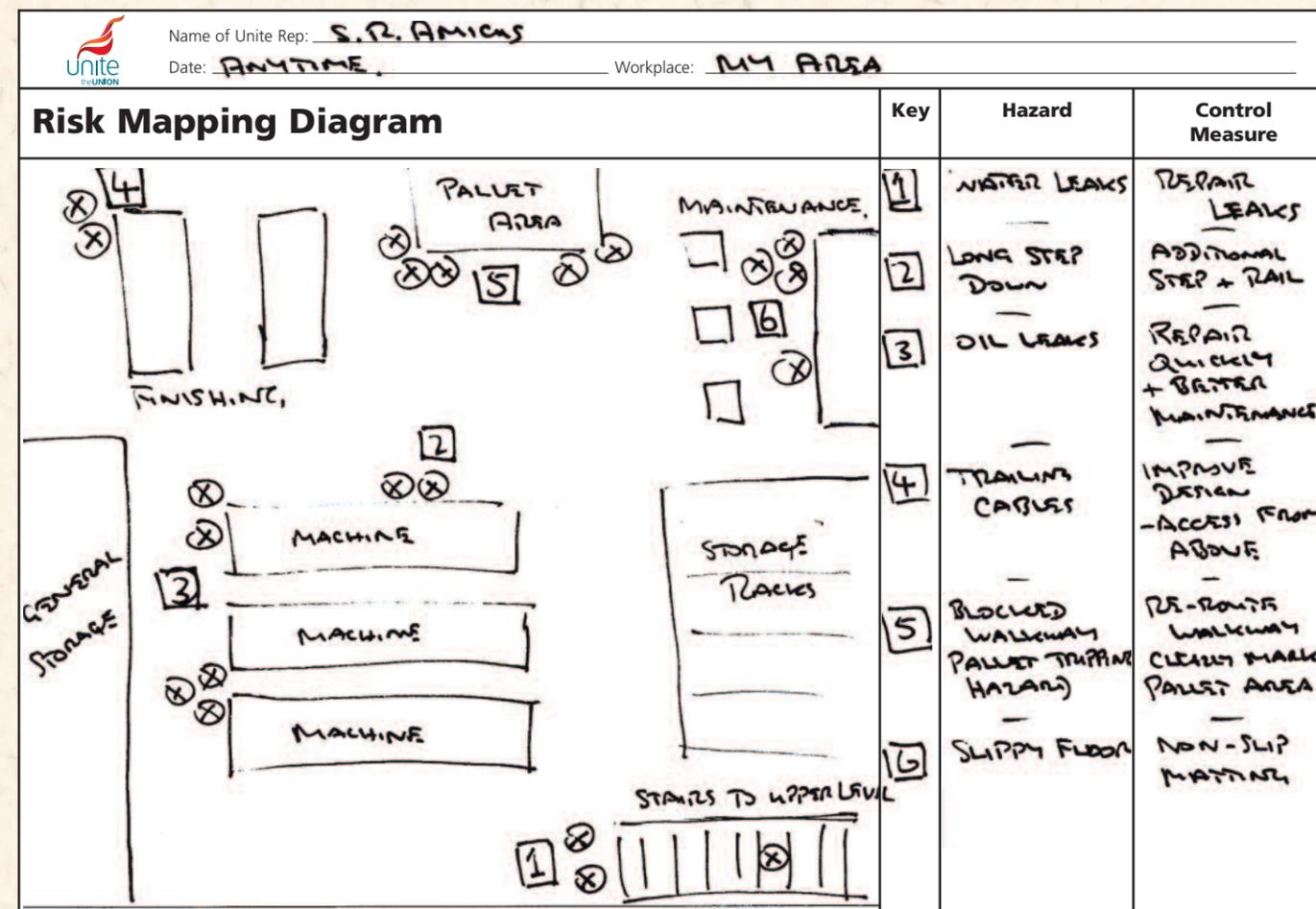
- Draw a rough sketch map of the area (The diagram does not need to be a work of art or even to scale so long as it represents the workplace affected)
- Mark on all the slips and trips reported in the last 12 months (or any relevant period) with crosses
- Talk to members to identify any "near misses" and add them to the chart
- Find out from members what is causing people to slip or trip in that area

Any "hotspots" will quickly show up on the chart. Once the problems and their causes have been identified:

- Discuss them with management
- Decide what action needs to be taken
- Continue to monitor to ensure control measures put in place are working
- Make sure improvements are communicated to members to show what the union has achieved

The **Slips and Trips Mapping** technique can be used in any workplace or work area and can be a very effective tool in helping reduce injuries at work for Unite members

The example below shows how the **Risk Mapping** tool works.



Information

- Slips and trips: The importance of floor cleaning
- The assessment of pedestrian slip risk; The HSE approach
- Preventing slips and trips at work - INDG 225(rev1)
- Preventing slips and trips in the food and drink industries: Technical update on floor specifications - Food Information Sheet FIS22PDF
- Preventing slips and trips in kitchens and food service - Catering Information Sheet CAIS6
- Slips and trips: summary guidance for the food industry - Food Information Sheet FIS6
- Preventing slip and trip incidents in the education sector (revised) - Education Information Sheet EDIS2(rev1)
- Slips and trips in the health services - Health Services Information Sheet HSIS2

For detailed information go to the HSE website at: <http://www.hse.gov.uk/slips/index.htm>