



Risk Management Services

SLIP TRIP FALL SELF-ASSESSMENT

The following self-assessment is to assist customers of Philadelphia Insurance Companies (PHLY) with their ongoing risk improvement efforts. PHLY believes that slips, trips, and falls (STF) can be prevented through proactive, practical steps. Please contact your local Risk Management Services consultant for additional assistance.

Slip/trip/fall (STF) risk factors	Check as applicable		Comments	Completion Date
	Yes	No (action needed)		
Written procedures are followed for floor cleaning, snow/ice removal, inspections, and STF incidents				
Contracts for 3rd party service providers include: <ul style="list-style-type: none"> • Wording holding your organization harmless if a claim arises due to contractor's work • Liability and subrogation waivers in your favor • Certificates of insurance obtained with your organization named as an additional insured 				
Legal counsel has reviewed all contracts for 3rd party service providers & tenant/landlord agreements				
All outdoor walking surfaces are level and in good condition – no uneven walking surfaces; no low spots where water/ice/snow can accumulate				
Outdoor trip hazards (steps, ramps, curbs) highlighted with paint, lighting, signage, or other visual cues				
Good outdoor lighting - checked regularly prior to dawn and after sunset				
Outdoor walking surfaces are free of debris, snow, ice, leaves, grease, and other foreign materials				
Outdoor walking surfaces have adequate traction and are not unsafely slippery when wet				
Grading in parking lot and around building(s) drains water away from sidewalks and main walking areas				
Sidewalks/walking paths are free from tree branches, vegetation, and other obstructions				
PHLY's <i>Snow & Ice Removal</i> bulletin has been reviewed and implemented				
Handrails are securely in place for stairs with three or more steps and for ramps that rise > 6"				

SLIP TRIP FALL SELF-ASSESSMENT - *continued*

Slip/trip/fall (STF) risk factors	Check as applicable		Comments	Completion Date
	Yes	No (action needed)		
Walk-off mats inside entrance doors are at least 10' in continuous length; 15' or more in high traffic areas				
Mats are in place where water or grease is commonly present, are in good condition, and are secured				
Floors with slip resistant treatments, such as etching, grit coatings, and traction strips, are re-treated as needed				
Where grease or dirt may build up, a two - bucket floor cleaning process is used, and cleaning agents meet flooring manufacturer's guidelines				
Cleaning in kitchens and other areas with grease is done with bristle brushing and degreasing agents				
Floors are level & in good condition – no carpet snags, floor cracks, or uneven walking surfaces				
Floors have good traction: free of water, grease, or other slippery foreign materials				
There is good interior lighting throughout – should be checked prior to dawn and after sunset				
Changes in interior walking surfaces (stairs, ramps, carpet-to-tile, etc.) are well marked with contrasting colors, lighting, signage, or other visual cues				
Emergency backup lighting is operational – including in stairs, windowless halls, and exit corridors				
Walkways are not obstructed by furniture, filing cabinets, excess storage, electrical cords, or other items – check stairwells and exit corridors				
Visibility aids are used where necessary, such as mirrors for blind corners or glass panes for doors opening into heavy traffic areas				
Floor cleaning, snow/ice removal, inspections, and STF incident responses are documented				

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