



SAFETY TIPS

Slips, Trips and Falls

1. Store associates should wear slip-resistant footwear.
2. If possible, pallets, pallet jacks and u-boats should not be on the sales floor during business hours.
3. Inspect all displays for possible trip hazards, especially wire racks that may have awkward supports or extensions.
4. Floors should be cleaned frequently following a cleaning schedule. Use the correct cleaning agent for floor surface and conditions. Regularly change mop heads and mop water to avoid spreading grease, oil and dirt with a contaminated mop.
5. Never leave a spill or slippery floor surface unattended. One employee should remain at the spill while another obtains the wet floor sign and correct cleaning supplies. Clean the floor thoroughly and dry it as much as possible. Remove the wet floor sign when the floor is completely dry and has been tested to ensure it is no longer slippery. Test floor by sliding shoe along it in a safe and controlled manner to check that it is no longer a potential slip hazard.
6. Freezers should be kept free from ice build up and other slip/trip hazards. It is best not to use a ladder or stepladder in a freezer.

Ladder Safety

Ladders may be necessary to reach items stored at height. Some key points to remember when using ladders are:

- Make sure the ladder is secure on solid ground
- Do not use broken or defective ladders
- Face the ladder and climb down slowly
- Never jump from the ladder
- Never climb past the third rung from the top of a ladder
- If you can't reach an item, move the ladder rather than leaning to the side
- Keep your trunk within the ladder's sides
- Store ladders in a clean, dry place and inspect before use.

Step ladders are helpful to reach items just above eye sight and they can reduce overhead reaching and lifting. The top of an ordinary step ladder should not be used as a step. Step ladders should be equipped with a metal spreader or locking device of sufficient size and strength to securely hold the front and back sections in an open position.

Zenith provides workplace safety resources at: **TheZenith.com**[®]