

WALKING-WORKING SURFACES

Instructions: Use this worksheet to inspect your facility for compliance. If the question does not apply to your situation, mark "N/A". A "No" answer indicates that corrective action is required to remedy the situation.

GENERAL WORK ENVIRONMENT	Yes/No
Is the worksite clean, and orderly?	
Are work surfaces kept dry or are appropriate steps taken to assure the surfaces are slip-resistant?	
Are spilled materials cleaned up immediately?	
Are covered waste cans used for oily and paint soaked waste?	
WALKWAYS	Yes/No
Are holes in the floor, sidewalk or other walking surface repaired or covered?	
Are floor openings, such as pits, guarded by a cover, a guardrail, or equivalent on all sides (except at entrance to stairways or ladders)?	
Are materials or equipment stored in such a way that sharp objects will not protrude in to or interfere with the walkway?	
Are walkways with guardrails provided over conveyors and similar hazards?	
Are aisles of sufficient width to permit free movement of employees bring and removing material?	
STAIRS AND STAIRWAYS AND ELEVATED SURFACES	Yes/No
Are handrails at a height between 30 and 34 inches on all stairways?	
Are all stairways at least 22 inches (55.88 centimeters) wide?	
Are step risers on stairs evenly spaced from top to bottom?	
Are steps on stairs and stairways kept in a condition which will minimize the risk of slips and falls?	
Are stairway handrails secure?	
Where stairs or stairways exit directly into any area where vehicles may be operated, are adequate barriers and warnings provided to prevent employees stepping into the path of traffic?	
Are surfaces, other than stairways, elevated more than 4 feet above the floor or ground provided with standard guardrails which have a top-rail at 42 inches, a mid-rail at 21 inches and a 4 inch toe-board?	
Is there a stable method provided to employees to reach elevated storage and work surfaces?	
PORTABLE LADDERS	Yes/No
Are all ladders maintained in good operable condition as follows? <ul style="list-style-type: none"> • Joints between steps and side rails are tight • All hardware/fittings are securely attached and moveable parts operating without binding/play • No missing steps or broken cleats(footrests) • Rungs uniformly spaced at 12 inches 	
If any defects are detected, are ladders either taken out of service and marked "OUT OF SERVICE" or are the ladders destroyed and /or replaced?	

Are employees using ladders properly, e.g., not standing on the top step of a stepladder, not using metal ladders around electrical equipment?	
When portable ladders are used to gain access to elevated platforms, roofs, etc., does the ladder always extend at least 3 feet (0.9144 meters) above the elevated surface?	
Do you see metal ladders being used where the ladder or the person using the ladder could come in contact with energized parts of equipment, fixtures or circuit conductors?	