

Office Safety: Slips and Falls

THE VAST MAJORITY of employees and students at Tufts University spend time during the course of their workday in an office or conference room environment. This may be one of the contributing reasons why slips trips and falls in the office area are so prevalent. *Slips, Trips and Falls* are one of the leading employee accidents per the Occupational Safety and Health Administration (OSHA). Slips lead to falls, so the fall is often the primary cause of injury.



The usual cause for slips and falls is a spill on the floor (water and/or beverages) but there are other causes that we need to watch out for. For instance, most buildings have walk-off mats at the entrances, but those only go so far and as you move further into the building to get to your office or conference room you may transition to hard surface/tile floors. During inclement weather people entering the building may leave wet foot prints or drips on the floors. Sometimes they are difficult to see and before you know it you've walk right on them and depending on your foot wear, you may slip and fall.

Preventing slips and falls in the office environment takes a coordinated effort between employees, Facilities Services and Tufts EHS.

- Be on the look-out for wet-floor signs.
 - Don't shake off your wet umbrella where other people will be walking.
 - Clean-up any spills promptly.
 - Avoid texting or emailing on your device while walking, especially on stairs.
 - If you come across a potential slip hazard, make sure to report it to Facility Services, Tufts Police or Tufts EHS. Facility Services can dispatch someone to assess and clean-up if necessary.
- For small spills, you can always place some paper towels on the spill, marking spot for others as well as absorbing the liquid. Consider reporting it.

According to the Occupational Safety and Health Administration (OSHA,) slips and falls are some of the most frequently reported accidents resulting in injuries. Tufts EHS is available to assist both employees and students who have concerns about slips and falls/walking and working surfaces.

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