



# MAY IS SLIPS, TRIPS, AND FALLS SAFETY MONTH AT THE NAVAL POSTGRADUATE SCHOOL

It's easy to become complacent in familiar settings, but you never know what dangers may be lurking. Try taking a fresh look at your surroundings on a regular basis. Recognizing existing and potential hazards and developing safe habits will help you create a safer, more productive work environment.

## Hazard Recognition Checklist

- Check your workstation for exposed electrical cords and other tripping hazards.
- Shut file cabinet drawers when not in use.
- Open one filing cabinet drawer at a time to prevent a tip-over.
- Store heavy objects close to the floor and out of walkways.
- Store tools, equipment and materials properly to prevent falling or sharp edges from being exposed.
- Avoid distracted walking!
- Know the process for reporting hazards.
- Use extra caution in high traffic areas, around corners, and near doorways.
- Are Office furniture in good repair, especially those with wheels?
- Report Wet floors that are not properly marked to the Safety office.
- Check for tiles or flooring that is becoming unstuck or curling in your area.

**Readiness Through Safety!**

