Slips, trips and falls on the same level (STF) are serious and account for about a fifth of all accidents notified to the Authority. 25% of these slips, trips and falls lead to an absence of over one month from work. This tool is designed to help employers identify areas where slips, trips and falls have happened and are more likely to happen. The document should be used in conjunction with advice at www.hsa.ie/slips. This version - Revision 1 (rev1) - was produced in May 2014 mainly to add the consideration of high-risk areas as Step 2.

There are four simple steps to slips, trips and falls mapping:

**Step 1 Draw a map**

Draw a map of your workplace. This could be a sketch map. There’s no need to have a professional draw this for you. The map/plan need not be entirely accurate or exactly to scale.

**Step 2 Mark high-risk areas**

Mark all potential high-risk areas which may include Transition Areas (including entrances), Level Changes, Sources of Liquid, Cables and Hoses, Damaged Pedestrian Surfaces, Mats, Rugs, and Slippery Surfaces. There may also be circumstances that create workplace-specific high risk areas such as wet-work areas. Mark high-risk areas on the sketch map.

**Step 3 Mark incidents**

Mark locations of slip, trip and fall incidents. It’s a good idea to mark these items so that they stand out. The accident book and accident records should help with this. It may be helpful to include the incident dates, times and cause(s). Near misses should also be shown. Consult employees and other people working in the same workplace, e.g. cleaners, to assist in identifying these areas. You can use photographs with the mapping tool if you want to. Digital cameras could be used to photograph and record slips and trips problems in the workplace.

**Step 4 Implement safeguards**

www.hsa.ie/slips provides guidance on safeguards that can be put in place. Consult employees and other people working in the same workplace. While this tool is based on mapping and locations, it can also be used to consider safeguards based on activities at locations, e.g. routine floor cleaning.

**Further Information and Advice**

www.hsa.ie/slips
Step 1 Draw a map
Step 2 Mark high-risk areas

HIGH-RISK AREAS
Transition area and level change

HIGH-RISK AREA
Sources of liquid

HIGH-RISK AREA
Sources of liquid

HIGH-RISK AREA
Sources of liquid

HIGH-RISK AREAS
Transition area and floor mat

Slips, trips and falls mapping rev1
Step 3 Mark incidents

HIGH-RISK AREAS
Transition area and level change

INCIDENT 28/9/13 - 9am Step

HIGH-RISK AREA
Sources of liquid

INCIDENT 19/3/12 - 4pm Spill

HIGH-RISK AREA
Sources of liquid

INCIDENT 23/4/14 - 10.30am Rainwater

HIGH-RISK AREAS
Transition area and floor mat

INCIDENT 4/1/10 - 9.30am Ice

INCIDENT 11/1/10 - 10.30am Ice

Slips, trips and falls mapping rev1
Step 4: Implement safeguards

**HIGH-RISK AREAS**

- Transition area and level change

**INCIDENT**
- 28/9/13 - 9am Step

**SAFEGUARDS**
- ✓ Step edge highlighted
- ✓ “Mind the Step” sign

**INCIDENT**
- 19/3/12 - 4pm Spill

**SAFEGUARDS**
- ✓ Mat on floor
- ✓ Hourly monitoring

**INCIDENT**
- 23/4/14 - 10.30am Rainwater

**SAFEGUARDS**
- ✓ Entrance mat
- ✓ Hourly monitoring
- ✓ Door closed if rain

**INCIDENT**
- 4/1/10 - 9.30am Ice

**SAFEGUARD**
- ✓ Grit when freezing

**HIGH-RISK AREAS**

- Sources of liquid

**INCIDENT**
- 11/1/10 - 10.30am Ice

**HIGH-RISK AREAS**

- Transition area and floor mat

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