**Slips and trips investigation- identification of causes**

Vault incident #:

Location:

Date and time:

|  |  |  |
| --- | --- | --- |
| **Potential issue – external areas** | **Y/N** | **Comments** |
| Can anything be found on the path, steps or walkway that could cause slips or trips? Eg: build-up of moss, leaves, wet grass, mud, etc.? |  |  |
| Was the walkway icy? |  |  |
| Are there any changes in level on the path or walkway that are not easy to see e.g.: small slopes? |  |  |
| Are there holes, potholes, or uneven paving on the walkway? |  |  |
| Was the walkway wet from weather at the time? |  |  |
| Was the walkway wet for any other reason at the time? |  |  |
| What was the visibility at the time of the incident? |  |  |
| Was the individual carrying any items at the time? |  |  |
| **Potential issue – internal areas** | Y/N |  |
| Were there items in the way e.g. bags, cords, furniture, building fittings? |  |  |
| Did the floor coverings contribute to incident in anyway? |  |  |
| Was the lighting suitable/sufficient for the area? |  |  |
| Were there any containments on the floor e.g. food spills, coffee spills etc?  |  |  |
| **Potential issues - general** | Y/N |  |
| Was the individual walking with another person at the time? |  |  |
| Was the individual on the phone at the time? |  |  |
| Was the individual running or rushing at the time? |  |  |
| Was the individual wearing closed in footwear with heel covering at the time? |  |  |
| Was the individual wearing high heels at the time? |  |  |

Photos of the location: