

Stop Slips in Kitchens - LAC 77/5

Appendix B - Inspection and enforcement guide

Inspection

Target the working area of the kitchen where most accidents happen, specifically where food is prepared, cooked and plated up, where floors are likely to become greasy, oily or contaminated with food debris. For other areas of the premises, e.g. customer areas, behind the bar, store rooms etc. the risk is likely to be far lower.

Some of the contents of the employers pack can be used as an inspection aid and enforcement, in particular the 'Good Practice Guide' and the 'Floor Cleaning Card'. It is suggested you have the 'Good Practice Guide' at hand when reading this appendix, as it is referred to frequently (<http://www.hse.gov.uk/slips/campaigns.htm>); also the table at the end of this document has been developed to sit alongside it.

Enforcement

For advice on making enforcement decisions please refer to the slips and trips topic inspection pack (<http://www.hse.gov.uk/foi/internalops/fod/inspect/slips.pdf>) and EMM (<https://extranet.hse.gov.uk/C13/HELA56/default.aspx>). For slips and trips in kitchens the EMM Benchmark is as follows.

- Likelihood/risk of a slip on a floor if all controls are in place– **nil/negligible** e.g. floor is even and uncontaminated, suitably constructed and without obstructions or where footwear is an effective control
- Consequence/level of harm if accident were to occur - **serious personal injury** e.g. could still slip onto a knife, into hot oil.

If duty holder moves away from the nil/neg likelihood then some kind of action should be taken be it advice or serving a notice.

When to serve a notice

If the kitchen floor is slippery when wet or contaminated with substances: -

1. Significant contamination of floor surface frequently occurs e.g. from a leak or food preparation process; and
2. Contamination occurs in an area which is frequented by people; and
3. Procedures are non-existent/ineffective at controlling contamination e.g. measures not taken to prevent contamination reaching the floor, access available to mop-wet floor after cleaning or spillages allowed to accumulate on walking surfaces.

When providing advice and taking enforcement action the slips and trips risk assessment hierarchy of controls should be kept in mind e.g. it would be incorrect to request a change of floor if contamination can be stopped from getting onto the floor, as a smooth dry floor is not a slip risk, it is only when it is contaminated. (<http://www.hse.gov.uk/slips/employersriskas.htm>)

See the table at the end of this document for further information on likelihood, applicable notice templates and controls.

Use of SAT (slip assessment tool)

For the working areas of the kitchen, if the floor falls into the yellow or red sections of the 'Good Practice Guide' SAT will most likely indicate that there is a significant or high risk of slipping. SAT can be useful as it can outline the slip risk to employers, give you some indication as to where the business is failing as regards slips, and provide data on floor roughness. If serving a notice to replace a new floor, or taking a prosecution, do not rely on SAT data, request scientific support.

This table should be used in conjunction with the Stop Slips in Kitchens – Good Practice Guide

Kitchen floors in the green/good category		Floor is likely to be suitable for environment and should be slip-resistant even when wet. All a dutyholder need do is keep the floor clean, maintain the floor's slip resistance and monitor wear. They can do this by following the guidance in the final column of the good practice guide, 'how to prevent slips'		
<i>Emm</i>		Likelihood/risk of a slip if controls are missing Consequence/level of harm if accident were to occur Risk Gap Enforcement		Remote Serious personal injury Substantial Consider issuing a notice
Signs – that slips are not being managed	Possible reasons	Employer Solutions	Applicable Legislation	Relevant notice templates
Employer has little or no knowledge of slips and trips causes or prevention	Slips and trips have not been risk assessed	Carry out a slip and trips risk assessment. Put findings of assessment into practice. Share findings with staff	Management regs	1. Assessment of slips and trips risks & 9. Management of slips and trips risks
The floor is greasy or still looks dirty at the start of shift or after a deep clean.	The deep clean regime is not being followed by staff, could be due to training or supervision issues, lack of equipment or too complicated a cleaning process	Review/improve cleaning regimes, check timings of cleaning are suitable, check equipment and condition and ensure staff are trained and supervised.	Workplace regs 9(1) & 12(3)	2. Effective cleaning regime
	The deep clean regime is not adequate e.g. the cleaning equipment is dirty or very worn; hand or mechanical brushing is not undertaken; dirty water is not removed from floor	Review/improve cleaning regimes, check timings of cleaning are suitable, check equipment and condition and ensure staff are trained and supervised.	Workplace regs 9(1) & 12(3)	2. Effective cleaning regime
Floor coating is lifting, has smooth patches or is wearing smooth	Flooring not properly laid Incorrect cleaning regime Floor has worn with age	Re-lay the floor Check with the flooring supplier what cleaning regime is suitable for the floor in question. Cleaning product suppliers and cleaning organisations can also provide assistance. Flooring may need to be renewed	Workplace regs 12(1) Workplace regs 12(3) Workplace regs 12 (1)	2. Effective cleaning regime 8. Slips: suitable flooring surface
Slip accidents still happening	Floor becoming clogged up with large amounts of food solids.	Review/ improve methods of contamination control e.g. trays, lids, stop staff pushing food onto floor, encourage see it sort it mentality amongst staff.	Workplace regs 12(3)	
	Footwear is becoming clogged up with food debris, effectively staff walking on food not floor	If staff use own footwear – provide better guidelines for staff on suitable footwear for use in kitchens and encourage shoe cleaning If slip-resistant footwear provided – check footwear is being regularly cleaned by staff. If yes, footwear may not be suitable, trial of different shoes required	Management Regs 10(1) PPE regs 4(1) & 6(1)	5. Provision of slip-resistant footwear to employees
	Staff may be wearing inappropriate footwear	Provide staff with better guidelines on suitable footwear for use in kitchens and encourage cleaning of shoes	PPE regs 4(1) & 6(1)	5. Provision of slip-resistant footwear to employees
	The floor may not be as slip resistant as it appears	Ascertain floor performance when contaminated. Use a roughness meter and SAT (Slip Assessment Tool). A floor that feels like sandpaper will be too rough to measure with a roughness meter, instead request scientific support. Scientist will provide pendulum measurements and advice. Introduce extra control measures outlined in yellow section of good practice guide	Workplace regs 12(2)	8. Slips: suitable flooring surface Request scientific support if serving a notice requiring a new floor

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Kitchen floors in the yellow/possible category		Slips will only be prevented if very good food contamination controls and cleaning systems are in place. Dutyholders should be following all guidance in the final column, 'how to prevent slips'.		
		<i>Emm</i>	Likelihood/risk of a slip if controls are missing Consequence/level of harm if accident were to occur Risk Gap Enforcement	Possible Serious personal injury Extreme <i>Consider prosecution and notices</i>
Kitchen floors in the red/high risk category		Slips will only be prevented if the floor is kept clean and dry. Effective cleaning, contamination controls and spills procedures are very important but unlikely to be enough, so good slip resistant footwear should be worn as standard to reduce the risk of slip accidents. Dutyholders should follow guidance in the final column, 'how to prevent slips'.		
		<i>Emm</i>	Likelihood/risk of a slip if controls are missing Consequence/level of harm if accident were to occur Risk Gap Enforcement	Possible Serious personal injury Extreme <i>Consider prosecution and notices</i>
Signs – that slips are not being managed	Possible reasons	Solutions for employers	Applicable Legislation	Relevant notice templates
Employer has little or no knowledge of slips and trips causes or prevention	Slips and trips have not been risk assessed	Carry out a slip and trips risk assessment. Put findings of assessment into practice. Share findings with staff	Management regs	1. Assessment of slips and trips risks & 9. Management of slips and trips risks
Food debris found on floor	Contamination controls not available or unused (e.g. no drip trays or lids)	Review/improve contamination controls. Inform & supervise staff.	Workplace regs 12(3)	2. Effective cleaning regime
	Machinery not being maintained (leaks)	Review/introduce an effective maintenance system for work equipment.	Puwer 5 & 12	
	Cleaning systems inadequate	Review/improve cleaning regimes check timings, equipment and condition and ensure staff are trained and supervised.	Workplace 9(1) & 12(3)	
	Staff pushing food off working surface onto floor	Introduce a system of work that reduces the amount of food being pushed/dropped onto the floor. Educate staff in preventing slips and trips. Promote a positive attitude	Management Regs. & Workplace regs 12(3)	
Spills not being cleaned up promptly	No spills procedure or procedure ineffective	Review/create spills procedure; ensure essential cleaning equipment is available; train & supervise staff	Workplace regs 12(3)	
	And/or Poor staff attitude or lack of understanding of slip and trip hazards.	Educate staff in preventing slips and trips. Promote a positive attitude	Management regs	
Dirty or worn out floor cleaning equipment used	Cleaning equipment not being maintained and renewed or,	Replace cleaning equipment	Puwer reg 5	2. Effective cleaning regime
	Inadequate cleaning system or,	Review and improve cleaning regime; include equipment condition checks and renewal procedures.	Workplace 9(1) & 12(3)	
	Cleaning system not being followed	Ensure staff are trained and supervised.	Management regs	
The floor still looks dirty at the start of shift or after a deep clean.	The deep clean regime is not being followed by staff, could be due to training or supervision issues, lack of equipment, too complicated a cleaning process	Review/improve cleaning regimes, check timings of cleaning are suitable, check equipment and condition and ensure staff are trained and supervised.	Workplace regs 9(1) & 12(3)	2. Effective cleaning regime

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	The deep clean regime isn't adequate e.g. cleaning equipment is dirty/worn; hand or mechanical brushing not utilised; dirty water is not removed from floor	Review/improve cleaning regimes, check timings of cleaning are suitable, check equipment and condition and ensure staff are trained and supervised.	Workplace regs 9(1) & 12(3)	2. Effective cleaning regime
Water is pooling in areas of the flooring	Poor drainage	Check current drainage system is working correctly and or improve flooring drainage systems	Workplace regs 12(2)b	3. Effective drainage of floor
Staff are wearing inappropriate footwear	No guidelines given on appropriate footwear for use in kitchens or poor management/staff attitude	Provide better guidelines for staff on suitable footwear for use in kitchens and encourage shoe cleaning	PPE regs 4(1) & 6(1)	5. Provision of slip-resistant footwear to employees
Floor coating is lifting or has worn smooth in areas	Flooring not properly laid	Re-lay the floor	Workplace regs 12(1)	2. Effective cleaning regime 8. Slips: suitable flooring surface
	Incorrect cleaning regime	Check with the flooring supplier what cleaning regime is suitable for the floor in question. Cleaning product suppliers and cleaning organisations can also provide assistance.	Workplace regs 12(3)	
	Floor has worn with age	Flooring may need to be renewed	Workplace regs 12 (1)	
Despite all above being in place, slip accidents still happening	Footwear is becoming clogged up with food debris, effectively staff walking on food not floor	If staff use own footwear - Provide better guidelines on suitable footwear for use in kitchens and encourage shoe cleaning If slip-resistant footwear provided - Check footwear is being regularly cleaned by staff. If yes, footwear may not be suitable, trial of different shoes required	PPE regs 4(1) & 6(1)	5. Provision of slip-resistant footwear to employees
	Staff are walking on floors still wet from cleaning. Floor a slip risk when contaminated with water.	Improve controls, to prevent employees walking on floors still wet from cleaning e.g. introduce barriers, wet clean when no-one else around/end of shift, close off area. Ensure floors are dried following wet cleaning with appropriate dry mop. Cones only act as a warning; they do not prevent people entering wet areas.	Workplace regs 12(2)	10. Unsafe cleaning operation
	The floor may not be rough enough to cope with even small quantities of kitchen contamination	Either Introduce slip-resistant footwear as standard. Footwear trial needed. If slip-resistant footwear in place and good cleaning regimes in place but slips still happening floor modification is required Or, Ascertain floor performance when contaminated. Use a roughness meter and SAT (Slip Assessment Tool). A floor that feels like sandpaper will be too rough to measure with a roughness meter, instead request scientific support. Scientist will provide pendulum measurements and advice. For floors that fall into yellow section. Introduce extra control measures outlined in red section of good practice guide	PPE regs 4(1) & 6(1) Workplace regs 12(2)	5. Provision of slip-resistant footwear to employees 8. Slips: suitable flooring surface Request scientific support if serving a notice requiring a new floor