Lesson Plan
General Industry Training Program (10-hour)

Topic: Walking – Working Surfaces

Overview of the OSHA Standard
Slips, trips, and falls constitute the majority of general industry accidents. They cause 15% of all accidental deaths, and are second only to motor vehicles as a cause of fatalities. The OSHA standards for walking and working surfaces apply to all permanent places of employment, except where only domestic, mining, or agricultural work is performed.

Step 1: Planning the Lesson

• Instructional Materials.
  1. PowerPoint presentation
  2. Instructor notes.
  3. Other materials.

• Instructional Objectives.
  1. Complete the required topics for the OSHA 10-hour course.
  2. Complete the following optional topics:
     a. 
     b. 
     c. 
  3. Present Walking/Working Surfaces to [number] participants.
  4. Incorporate active participation in each lesson.
  5. Provide a quiz or short evaluation at the end of the course.
  6. Ensure feedback from participants at various points in the training.

• Guest Speakers/Presenters and Topics/Responsibilities.

Step 2: Presenting the Lesson

• Lesson Introduction
  Introductory remarks or transition from previous lesson.
Learning Objectives/Outcomes.

Upon completion of the lesson, participants will be able to:

1. Define the terms: **floor hole, floor opening, wall opening, standard railing** and **standard toeboard**.

   Possible responses.
   - Floor hole. An opening in the floor, platform or pavement that measures less than 12 inches, but more than 1 inch; and through which materials – but not people - may fall.
   - Floor opening. An opening in the floor, platform or pavement that measures 12 inches or more, and through which persons may fall.
   - Wall opening. An opening in a wall or partition that is at least 30 inches high and 18 inches wide, and through which persons may fall.
   - Standard railing. Consists of a top rail, mid rail and posts. The height from the upper surface of the top rail to the floor level is 42 inches. Mid rail height is one-half as high as the top rail (21 inches).
   - Standard toeboard. Blocks an opening along the base/floor of stairs or other walking or working surfaces where materials or body parts might otherwise inadvertently fall through. It should be 4 inches high, with not more than ¼ inch clearance above the floor.

2. Discuss at least 5 requirements to consider in order to avoid walking/working surface hazards related to floors, walls, holes, stairways, platforms and ladders or scaffolding.

   Possible responses.
   - Keep floors and walking/working areas free of debris, spills, spent materials, and stored materials; always use good housekeeping practices.
   - Mark permanent aisles and passageways and keep clear of obstructions.
   - Don’t exceed the maximum load rating of floors and walking/working surfaces.
   - Ensure there are no uncovered or unguarded openings through which a person or materials may fall.
   - Guard all open-sided floors or platforms 4 feet above the adjacent level.
   - Regardless of height, guard all open-sided floors, walkways, platforms, or runways when above or adjacent to dangerous equipment.
   - Install proper handrails for flights of stairs with four or more risers.
• Learning Objectives/Outcomes (Continued)
(Continuation of possible responses for Objective 2.)

• Follow recommended practices for using ladders, including:
  • Extend the ladder at least 3 feet above point of support
  • Inspect regularly; withdraw defective ladders from use, and tag or mark
  • Never use a ladder in horizontal position as scaffolds or work platforms
  • Never use metal ladders near electrical equipment

• Follow recommended practices for using scaffolds, including:
  • Do not alter or move the scaffold while in use
  • Protect workers from overhead hazards
  • If scaffold is higher than 10 feet, use guardrails, midrails and toeboards
  • Use wire mesh between guardrails and toeboards if people work or pass underneath
  • Equip the access with a ladder or the equivalent

References

OSHA Standard
• 29 CFR 1910 Subpart D (1910.211 to 1910.219)

OSHA Publications
• 3124 Stairways and Ladders

OSHA References/Resources
• OSHA’s Small Business Outreach Training Program - Walking/Working Surfaces
• OSHA Technical Links - Walking/Working Surfaces
• Self-Inspection Checklists