Policy Name: WALKING AND WORKING SURFACES

Policy Applies to: All Associates, contractors, temporary associates, and vendors

Prepared by	**Effective Date**
Risk Management Department	August 24, 2026

Purpose:

The purpose of the PODS Walking and Work Surface Policy is to comply with the Occupational Safety and Health Administration's (OSHA) Walking and Working Surfaces Standard, 29 CFR 1910.22, and to prepare associates, contractors, temporary associates, and vendors for dealing with hazards. This policy is designed to minimize injury by training associates, procuring, and maintaining necessary equipment, and assigning responsibilities.

Scope:

This Policy applies to all PODS facilities and covers specific practices or requirements and aligns with the PODS general housekeeping policy.

Responsibilities:

Locations' Market Manager, Territory Manager, Production Manager, or another authorized associate are responsible to ensure areas under their control are free of hazards and for enforcing this policy which could cause slip, trip or fall injuries in the workplace.

Associates are responsible to ensure that all walking surfaces are kept clean, orderly and in sanitary condition (see PODS Housekeeping Policy).

Types of Hazards.

Slip or trip hazards **must** be corrected immediately (if it is safe to do so). Otherwise, mark the hazard in some way (i.e. restrict entry from the area with red cones, safety nets/tape, etc.) and report the condition to the manager/supervisor immediately.

Slips: Caused by wet surfacees, spills or weather hazards such as ice and snow. Some materials that can contribute to loss of traction include:

- Water
- Oil
- Hydraulic flu
- Grease
- Saw dust
- Metal filings
- Cardboard

Trips: Occur whenever your foot hits an object and you are moving with enough momentum to be thrown off balance. Some materials that can contribute to trips include:

- Tools
- Cords
- Hoses
- Pipes
- Pallets
- Any object located in the path of travel

Falls: A fall hazard is anything in the workplace that can cause an untended loss of balance of bodily

support and resulting in a sudden, unanticipated descent in space driven by gravity. Recognizing potential fall hazards at the worksite and deciding how to best protect workers is a priority for all associates.

- Ramps, or other walkways
- Unprotected sides and edges
- Entry or exit from trucks (3 points of contact)
- Obstructions
- Floor holes
- Slippery surfaces
- Working above equipment
- Scaffolds or lifts

Falling downstairs:

- Do not run/skip steps when utilizing stairways
- Keep one hand on the handrails to steady balance
- Ascend/descend in a slow careful manner
- Do not carry any loads that require two hands or loads that block your view
- Keep stairways clear of any objects or items that may create a tripping hazard

Falling Objects: When exposed to falling objects, head protection and the following protective measures must be implemented:

- Barricading and prohibiting access to areas where objects might fall
- Keep all objects a safe distance from the edge of any shelving, etc.

Ladders: Associates must inspect all ladders prior to use.

- Ladders must be inspected for damage or defect prior to use on each work shift or more frequently as necessary
- The inspection should include all side rails, rungs, steps, hinges, pins, feet and other structural components of the ladder
- All ladder surfaces must be free of any puncture or laceration hazards and all tread or standing surfaces must be free of any slippery substances
- Ladders should be taken out of service or destroyed should any defect be noted

Associate Training:

Each associate shall receive training on the Waling and Work Surfaces policy and procedures. All associates will receive initial and supplementary training as needed to fully understand their responsibilities under this policy.

Oversight and Monitoring

Requirements and performance under this policy are closely monitored by the Human Resources Department, Business Unit Leaders, Safety Manager or Risk Management. Additionally, policy compliance audits will be performed by the Internal Audit Department.

Questions/ Comments

Any questions or comments surrounding this policy should be forwarded to the Director of Risk Management.