1. **START OFF ON THE RIGHT FOOT**
   - Wear appropriate footwear to increase traction in winter weather.
   - When wearing ice cleats, remember to remove them indoors to avoid slipping.
   - Wear gloves to keep your hands warm and out of your pockets for balance.
   - Use a door or seat to provide stability when entering or exiting a vehicle.

2. **PLAN YOUR ROUTE**
   - Adjust your route to walk on cleared and treated surfaces.
   - Walk through buildings or use pedestrian walkways and subwalks.
   - Exercise caution around traffic as vehicles may need increased stopping distances.

3. **DON’T OVERDO IT**
   - Avoid carrying heavy or awkward loads.
   - Utilize shoulder straps on bags and backpacks to keep your hands free for balance.
   - Slow down and take shorter steps so you can react to a change in traction more easily.

4. **BE SMART**
   - Use handrails when using stairs or ramps.
   - Consider using an elevator, if available, as indoor stairs may also be wet.
   - Falls on stairs can lead to severe injuries, especially when slippery conditions are present.

**DEMONSTRATIVE VIDEO**
A two-minute video demonstrating some of these winter walking techniques from the Wyoming Workforce Services is available online at https://bit.ly/2AwIqwA.

**REPORTING UNSAFE CONDITIONS**
Building Services removes snow from building entrances, ramps, steps and sidewalks immediately adjacent to buildings.

Please contact the Grounds department at 765-494-3087 regarding snow removal from loading docks, parking areas and main sidewalks.