



# Ideas for Making the Most of Your Walking Routes and Incorporating Walking into the Workday

## For Employers

After you develop walking routes, there are a number of ways to encourage employees and colleagues to take advantage of these mapped routes and incorporate more walking into their days.

First, it is essential to communicate to employees that taking a walk during the workday is permissible. You can do this by sending out a company-wide email, creating an addendum to an employee handbook, and sharing the update at a staff meeting, but you may be most effective leading by example. You can also encourage staff in leadership positions, such as managers, to lead by example.

Develop the administrative policies to support employees to walk during the workday. Examples of administrative policies that support walking include:

- Allow walking meetings.
- If needed, establish guidelines for walking meetings or just encourage employees to use them in place of sedentary meetings.
- If you prefer that employees only use their paid break times, such as lunch breaks, to walk, make sure you communicate that.
- Permit employees to wear sneakers or other comfortable shoes while partaking in walking meetings.

## Go the extra mile!

- Put up signs with walking routes, mileage markers for indoor walking routes, motivational prompts to encourage employees to walk, or allow your employees to do so.
- Develop walking route brochures and disseminate them to employees. Put maps of walking routes or directions for indoor routes on your company's workplace wellness webpage or in your employee handbook.
- Create a walking challenge. Divide employees into teams, or use existing teams, have them log their miles or minutes, and provide a healthy prize for the winning team.



## For Employees

- Hold walking meetings. Refer to the companion fact sheet [“Walking Meetings: What Are They and How Do We Use Them?”](#) for more information.
- Start group walks during lunch or breaks.
- Feeling stymied by a project or just need a break to clear your head? Take a quick walk to get your creativity flowing.
- If you have a phone call/conference call, consider using headphones and taking the meeting on two feet. Exercise caution when walking on streets, near cars, and at intersections.
- Things to consider while you are out walking: Do you see areas along the route that need maintenance or repair? Are there places where you would like to be able to walk, but do not feel comfortable because of high car speeds, lack of places to cross the street, lighting, or other issues? Take a picture and notify your city or county public works department.

## Tips for Safe Walking

- Walk on a sidewalk or path whenever one is available.
- If there is no sidewalk or path available, walk facing traffic (on the left side of the road) on the shoulder, as far away from traffic as possible. Keep alert; don't be distracted by electronic devices, including radios, smart phones, and other devices that take your eyes (and ears) off the road.
- Be cautious when sharing the road with vehicles. Don't assume a driver sees you. Try to make eye contact with drivers as they approach you to make sure you are seen.
- Be predictable as a pedestrian. Cross streets at crosswalks or intersections whenever possible. This is where drivers expect pedestrians.
- If a crosswalk or intersection is not available, locate a well-lit area, wait for a gap in traffic that allows you enough time to cross safely, and continue to watch for traffic as you cross.
- Be visible. Wear bright clothing during the day, and wear reflective materials or use a flash light at night.