

LADDERS

Safe Work Practice Reminders

Always inspect a ladder before using it!

- Are all the rungs, cleats, or steps in good condition?
- Are the non-slip safety feet in place and in good condition?
- Are the side rails intact without any cracks, bends, or breaks?
- Do the rungs, cleats, or steps fit securely into the side rails?
- Is the ladder free of corrosion, grease and oil?
- Are the ladder's hardware and fittings secure and undamaged?
- Do moveable parts operate freely without binding or excessive play?
- Are the ropes on extension ladders intact without fraying or excessive wear?
- Are the labels in place and readable?

If the answer to any of these questions is **"NO"**, tag as defective, notify your supervisor and remove from service.

Select a ladder with adequate length and load limits. Use only nonconductive ladders near electrical lines. Use the ladder for its intended purpose.

- Don't use a ladder as a brace, skid, lever, gangway, platform, scaffold, plank, or material hoist.
- Don't tie ladders together to make them longer.
- Don't use a stepladder as a straight ladder.
- Don't separate extension ladders and use sections independently.

Set up the ladder on a firm, solid surface.

- Don't place a ladder on boxes or blocks to make it taller.
- Don't set up a ladder on a scaffold to gain extra height.
- Don't set up a ladder on a slippery or icy surface.

Secure or barricade the ladder to protect it from being bumped when you have to work in passageways or driveways. Ladders shall not be placed in front of doors unless the door is blocked open, guarded or locked. Insure the area around the top and bottom of the ladder are clear. Stepladders must be fully opened with the spreaders locked to keep the ladder stable.

Setting up your ladder.

- Set up your straight ladder using the 4 to 1 rule. (1 foot from the wall for each 4 feet of ladder length.)
- Set up your straight ladder so the rails are supported equally at the top.
- Ladders used to gain access to a roof must extend at least 3 feet above the point of support, at eave, gutter, or roofline.
- Use your extension ladder so the upper section overlaps the lower section, and the overlap is on the climbing side with the rungs locked in place.
- Face the ladder when ascending or descending.
- Use both hands to grip the side rails whenever possible.
- Stay off of the top 2 steps of a stepladder.
- Stay off the back section of a stepladder.

Use a hoist to bring tools or other materials up to you after you've reached the top of the ladder. Wear a tool belt to help you manage tools while you're working on a ladder. Work within the side rails. If your belt buckle goes past the side rail, you are leaning too far. Descend and move the ladder as needed to stay close to your work. Store ladders in secure, designated areas when finished working.

