

Important Things For You to Remember About ...



Ladder Safety

- NEVER USE A LADDER AS A STAGE, PLATFORM, BRACE, ETC., OR FOR ANY PURPOSE OTHER THAN A LADDER
- WHEN CLIMBING A LADDER, ALWAYS USE BOTH YOUR FEET AND AT LEAST ONE HAND (THREE-POINT CONTACT)
- ONLY ONE PERSON IS ALLOWED ON A LADDER AT A TIME, *UNLESS* THE LADDER IS DESIGNED FOR MULTIPLE PERSONS
- NEVER CLIMB A DAMAGED OR DEFECTIVE LADDER; TAG IT AS "DANGEROUS" AND REMOVE IT FROM SERVICE

General ladder inspection and care

- All ladders have an assigned permanent storage location
- Ladders stored vertically must be restrained by chains or other devices
- Ladders stored horizontally must be supported along the entire side rail to prevent damage and distortion
- Do not paint metal and wood ladders; wood preservatives must be approved by the ladder manufacturer
- Ladders are inspected monthly as part of our documented inspection requirements, and prior to each use by the user
- Ladders that are deemed unsafe will be tagged and stored in a secure location pending repair
- Ladders to be discarded will be cut up to prevent improper use by someone scavenging the ladder from the trash
- The only ladder repair made in our facility is replacement, in kind, of a worn or broken part. Welded repairs, straightening, etc., will not be undertaken.

Ladder use

- Do not use conductive ladders and wet wood ladders for electrical work or around energized electrical equipment
- Maintain at least a 10-foot clearance from power lines
- If a ladder is dropped, or exposed to fire or corrosive chemicals, take it out of service until tested
- Always face the front of the ladder at all times
- Do not set up ladders in front of doors unless the door is locked, blocked or guarded. Ladders should not be set up where foot or vehicle traffic could accidentally upset the ladder: adequate warning devices should be used to alert others to the presence of the ladder
- Do not carry bulky or heavy objects up the ladder; hoist them instead
- Always place ladders on secure footing, never on boxes, barrels or other unstable objects

- Ladders should be tied-off at the top and bottom if power tools are being used, or if other work is being conducted that could place undue stress on the ladder footing; when tying off the ladder, always attach rope to the side rails, not to the rungs
- Personnel designated to use ladder safety devices will be trained at least annually in proper operation, inspection and emergency procedures

Step ladder use

- Do not lean the step ladder against a wall or stationary object; it can only be used when fully opened
- The spreader must be fully open and secured
- Never stand on the top step of a step ladder
- Lean the ladder against a secure point that supports both side rails
- When accessing a roof or platform, the ladder must extend a minimum of three rungs above the roof or platform elevation
- To achieve the proper work angle, set the ladder base one-fourth (1/4th) of the distance of the working height back from the vertical support

Fixed Ladders

Installation

- The maximum unbroken length of a fixed ladder is 30 feet
- Landing platforms are required for each 30 feet of ladder height or fraction thereof. If a ladder cage and/or ladder safety device is not provided, landings must be provided for each 20 feet (except on chimneys)

Inspection

- Visually inspect the fixed ladder before each use
- Fixed industrial ladders, and cage and platform systems, will be inspected at least monthly. If there are any questionable observations, the ladder being taken out of service until a qualified professional can evaluate the equipment.

Ladder safety devices

- Ladder safety devices can be used. If used, no cage or landing platform protection is required
- Ladder safety devices will be inspected prior to each use formally inspected on the schedule recommended by the manufacturer