



LADDER SAFETY TRAINING



Ladder Safety

This training is best viewed in Internet Explorer 6.0 or above.

Introduction

Each year, roughly 30,000 people are disabled by falls involving ladders and ladder substitutes. In fact, more workers are injured in falls from ladders than from any other elevated surface.

Common causes of injury include:

- Using the wrong type of ladder
- Setting up the ladder improperly, so that it shifts or slips unexpectedly
- Failure to follow safe practices while working on the ladder

Fortunately, most ladder accidents are preventable by using the right ladder in good working condition, combined with solid placement of that ladder before climbing on it.

Basic Safety Tips

A ladder should be used anytime there is a break in elevation of 19 inches or more.

Most safety tips fall under the **FOUR BASIC SAFETY RULES OF LADDERS:**

1. Choose the right ladder for the job.
2. Inspect the ladder before you use it.
3. Set up the ladder with care.
4. Climb the ladder carefully.

Choose the Right Ladder for the Job

When picking a ladder, consider the following factors:

- Type and Style, e.g. stepladder, straight ladder, or extension ladder
- Length
- Duty Rating (maximum safe load capacity)
- Material from which the ladder is made

Make sure the ladder is long enough and strong enough for your needs.

The duty rating of a ladder is listed on its side, ex. Type I Heavy Duty is 250 lbs. The combined weight of you, your clothes, tools, and materials must never exceed the duty rating.

When working near energized electrical equipment or wires, use ladders made of nonconductive materials like wood or fiberglass. Aluminum ladders conduct electricity and can be dangerous.

Inspect the Ladder Before Each Use

Watch out for the following hazards:

Feature	Hazard
Rungs, Side Rails	Broken, split, cracked, corroded, missing, bent
Hardware	Loose, corroded, weakened fasteners, rung locks or other hardware
Feet	Missing, damaged
Coatings or Paint	May hide defects or cracks
Slipping Hazards	Oil, grease, moisture

Replace missing parts and tighten loose hardware.

If there's major structural damage, tag the ladder "Do Not Use" and remove from service. Then choose another ladder to use instead.

Set Up the Ladder With Care

Clear the area of hazards, both around the base of the ladder and overhead.

Follow the **4 TO 1 RULE: FOR EVERY FOUR FEET OF VERTICAL HEIGHT, PLACE THE LADDER BASE ONE FOOT OUT FROM THE BUILDING.**

For example, if the distance from the floor to the top ladder support is 16 feet, then place the ladder base four feet from the building.

To prevent accidental movement, secure all ladder feet on stable, level ground. Use levelers if necessary. For straight or extension ladders, the feet should be parallel to the wall. Tie off the top and bottom of the ladder, or have someone hold the ladder steady at the base.

Never place a ladder on boxes or tables to go higher. Get a longer ladder instead.

Climb the Ladder Carefully

Always face the ladder while climbing up and down. Grasp the ladder with both hands.

Do not carry objects or loads while climbing. Light tools may be carried in your belt. Raise other tools or materials with a rope.

Do not climb onto the top step of a stepladder or the top three rungs of a straight or extension ladder.

Take your time while climbing. Better safe than sorry!

Follow Safe Practices While Working on a Ladder

Do not move, shift, or extend the ladder while in use.

Always maintain three-point contact with the ladder, that is, either two feet and one hand, or one foot and two hands.

Wear slip-resistant shoes free of mud, oil, or other slippery substances.

Keep your body centered between the side rails. Do not lean to the side or backwards.

Don't run hoses, cords, or ropes on/around ladders.

Only allow one person on the ladder at a time.

Use extreme caution when pushing or pulling materials.

Don't use a ladder if you feel dizzy, light-headed, or fatigued.

Keep Ladders Well-Maintained

Good maintenance includes the following:

- Inspect regularly
- Repair damage
- Tighten fastenings and bolts
- Clean and lubricate moving parts (spreader bars, hinges, locks, pulleys)
- Keep free of oil, grease, or other slipping hazards
- Keep away from heat sources and corrosive materials

Defective ladders must be tagged as "Dangerous" or "Do Not Use", then removed from service. Defects must be replaced or repaired by a qualified individual.

Store Ladders Safely

Stepladders should be stored vertically in a closed position and should be secured to prevent tipping over.

Straight ladders and extension ladders should lay horizontally on the ground, in flat racks, or on wall brackets.

Store ladders in a well-ventilated area away from excessive moisture, heat, or sunlight.

Do not put materials on ladders during storage.

Transport Ladders With Care

Hold the ladder close to your body, with the ladder's feet behind you. Balance the center of the ladder on your shoulder.

Keep the front end elevated to reduce the chances of hitting somebody.

On stairs, secure the ladder with one hand and hold the stair railing with the other hand.

When transporting a ladder on a truck or trailer, make sure the ladder is properly supported parallel to the bed and tie the ladder securely.



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Conclusion

This concludes Ladder Safety Training.

For more information, please consult either your supervisor or the Safety Director.

Don't forget to complete and submit the quiz to Human Resources!