



PORTABLE LADDER

Potential Hazards

1. falls from ladders
2. struck by failing ladders or materials falling from ladders
3. tripping over ladders
4. lifting heavy ladders (MSI)
5. striking persons or objects when carrying ladders
6. contact with electrical equipment or energized conductor
7. ladder rung failure
8. ladder instability
9. pinch points upon opening/closing

Personal Protective Equipment Required

- | | | |
|----------|--------------------|----------------------------|
| Hard hat | CSA Boots | Fall protection |
| Eyewear | Hearing protection | Skin protection (clothing) |

PROCEDURES

This program outlines the proper procedures to be taken when inspecting, maintaining, storing and using portable aluminum, fiberglass, metal, and wood ladders on the job. Always follow safe work procedure and be aware of the hazards when using ladders.

Portable ladders should only be used when there are no permanent or temporary stairways or work platforms available for task.

STEPS:

INSPECTION PRIOR TO USE:

Ensure that the ladder conforms to CSA and/or ANSI standards and that the manufactures labels and CSA labels are presented, intact, and legible.

Items to look for when inspecting ladders include:

1. missing or loose rungs,
2. damaged or missing anti-slip rail feet,
3. loose fasteners,
4. faulty spreaders,
5. material cracks or decay (especially for wood),
6. exposed fiberglass fibers (fiberglass ladders),
7. exposed nails/splinters or sharp edges,
8. excessive wear, rust, twisted or bent rails and rungs,
9. broken stop on hinge spreader,
10. loose or damaged hinges,
11. missing or damaged extension locks,
12. defective or missing extension pull cords,
13. lubrication of working parts,
14. ladder wobble

PORTABLE LADDER SET UP:

1. Place the stepladder on a stable, level base.
2. Open stepladder spreaders fully and lock in place.
3. Face the stepladder when climbing up or down.
4. Keep three points of contact when climbing the stepladder.



DO NOT:

Use a worn or damaged stepladder.

1. Locate a stepladder too close to electrical power lines.
2. Over-reach or lean-out on a stepladder.
3. Stand on the top two steps of the stepladder, unless designed with a railed platform.
4. Allow more than 1 person on the stepladder at a time.

GENERAL SAFE WORK PRACTICES:

1. Choose proper type and grade of stepladder for the job.
2. Use a stepladder that is about 1 m (3 ft) shorter than the highest point you have to reach.
3. Check the manufacturer's ratings and ladder markings to ensure it is suitable for the task.
4. Inspect the stepladder to ensure no bent rungs or side rails and that all parts are in proper working order.
5. Make sure the spreader bars are undamaged and can be locked in place.
6. Place the stepladder in position, ensuring that the base is level, solid and on stable ground. Do not use stepladders on soft ground where one leg may sink farther into the ground than others.
7. Place a stepladder at right angles to the work, with either the front or back of the steps facing the work. Keep the stepladder close to the work.
8. Ensure that the stepladder spreader bars are fully extended and locked in position.
9. Face the stepladder and climb using the 3 point contact rule at all times