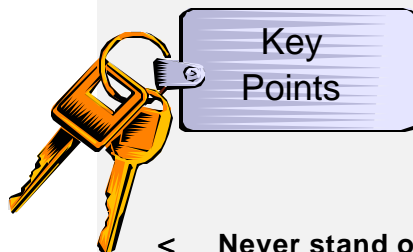


Safe Practices

Ladders



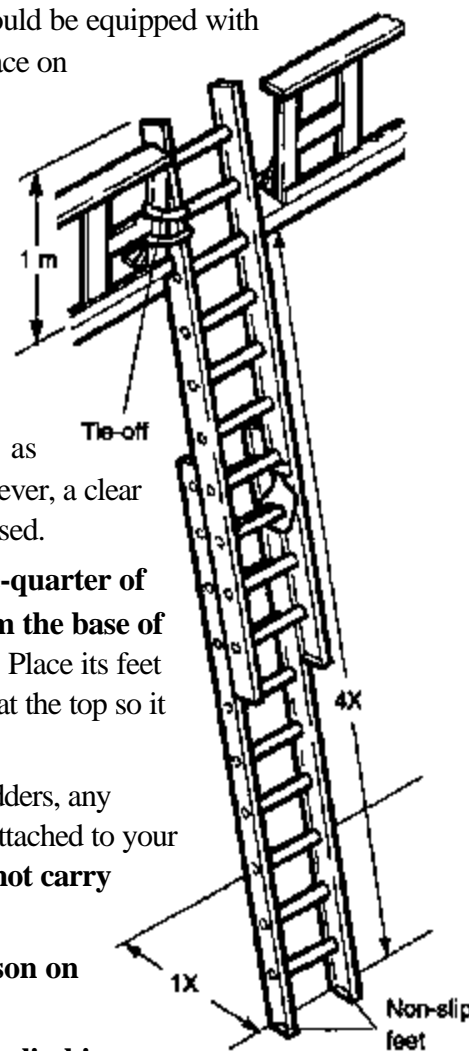
- < **Never stand on a rung higher than the third from the top**
- < **Two people should be assigned to use long ladders, one to steady, one to climb**
- < **Check stability**
- < **Face the ladder when climbing or descending**

Note: Always wear the appropriate personal protective equipment where necessary; if in doubt, ask your supervisor. Confine long hair to prevent entanglement in any rotating machinery parts. Do not wear loose clothing, jewellery or watches near rotating/moving machinery parts.

Use the proper ladder for the job. Never climb or stand on makeshift devices such as chairs, barrels, drums or boxes. Use approved equipment only. The safe use of ladders requires careful attention to all details of maintenance and use.

Follow these safe practices when using **Straight Ladders**:

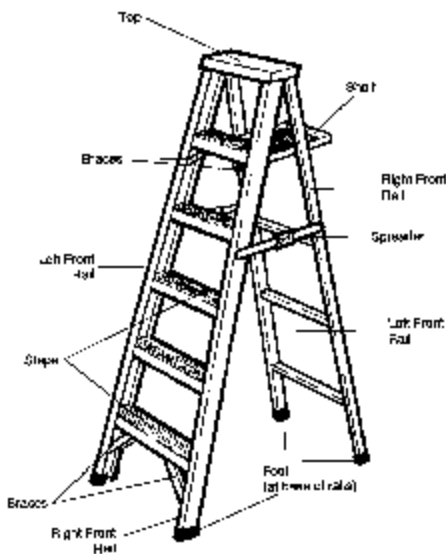
- < Select the proper ladder (it should be equipped with safety feet suitable for the surface on which it is going to be used).
- < **Inspect the ladder before use.** (Ladders with broken rungs, split side rails, worn or broken safety feet must immediately be removed from use, and repaired or destroyed.)
- < **Never paint wooden ladders** as this will hide any defects. However, a clear non-slip preservative may be used.
- < **Always place the ladder one-quarter of its working length away from the base of the structure to be mounted.** Place its feet on a firm surface and secure it at the top so it cannot slide sideways.
- < When climbing up or down ladders, any materials you need should be attached to your belt or hoisted separately. **Do not carry anything in your hands.**
- < There should be only **one person on a ladder at any time.**
- < Always **face the ladder when climbing or descending.**
- < **Clean muddy or otherwise slippery soles** of shoes before mounting the ladder.
- < Do not attempt to reach more than an arm's length in any direction from the ladder - instead move the ladder.



Safe Practices

- < **Never stand on a rung higher than the third from the top.**
- < **Do not use metal ladders where there is a possibility of contact with electrical conductors.**
- < When a job is finished, **remove the ladder to the ladder rack or storage area.**
- < When carrying a short ladder, **raise the front end to prevent striking anyone** who may be in front of you or coming around a corner. Ladders more than 3 metres (10 ft.) in length should be carried by two persons.
- < When workers on ladders could be endangered by ground traffic, **a guard should be stationed and signs posted to direct people away from the area.**

Stepladders



- < The use of industrial type platform ladders is best. **Working from the top step of standard stepladders is very dangerous.**
- < **Never use a stepladder as a straight ladder** - always open the legs fully and lock the braces.
- < **Check stability.**
- < **Face the ladder** when climbing up or down. Use both hands.
- < You have climbed too high if your knees are above the top of the ladder or if you cannot maintain a handhold on the ladder.
- < **Do not overload.** Step ladders are meant for one person.
- < **Do not use stepladders as a brace or support for a work platform or plank.**