



All Ladders will be used in accordance with OSHA Standards, manufacturers' specifications and Company Policy as outlined under Project Safe Section III of the Specific Safety Rules of this program

Ladder Inspection

- Look over your ladder carefully. Look for missing, damaged or loose components.
- Carefully check spreaders, extension ladder locks, flippers and safety shoes.



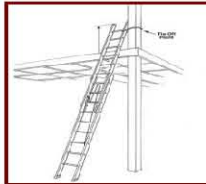
Care & Maintenance

- Keep ladders in good condition.
- Clean spills or drips and keep the ladder free from oil, paint and other slippery materials.
- Store ladders out of the reach of other trades
- Firmly support and protect ladders from heat, weather and corrosive materials.



Safety Before You Climb

- NEVER use metal, water logged or dirty wood ladders near electricity!
- Fully open the stepladder and firmly lock both spreaders.
- Position the ladder so you can face your work and do not have to lean sideways.
- Be sure that all ladder feet are on firm, level ground. Don't place a ladder on slippery surfaces or place loose materials underneath a ladder.
- Place the extension ladder top at least 3 feet above the upper landing surface. Secured ladder to prevent displacement.
- Always be sure that the locks are fully engaged and the fly is in front of the base before climbing.



4 TO 1 Ratio

Place an extension ladder at a 75-1/2° angle. The set-back ("S") needs to be 1 ft. for each 4 ft. of length ("L") to the upper support point.

The "Right" Way to Use a Ladder

- When using stairs always use stair rail to hold on to. Only use stairs if filled with filler material at least to the top of each pan.
- Keep your body centered on the ladder.
- Never let your belt buckle pass beyond either ladder rail
- Move materials with extreme caution. Be careful pushing or pulling anything while on a ladder.
- Get help with a ladder that is too heavy to handle alone. If possible, have another person hold the ladder when you are working on it.
- Always use two hands and one foot.
- Climb facing the ladder. Use a three point climb. Center your body between the rails. Maintain a firm grip.
- Haul materials up on a line rather than carry them up an extension ladder.



The “Wrong” Way to Use a Ladder

DON'T use a damaged ladder.
DO NOT stand on the second step from the top of a stepladder or the 4th rung from the top of an extension ladder.



DON'T climb a closed stepladder. It may slip out from under you.
DON'T climb on the back of a stepladder. It is not designed to hold a person.



DON'T stand or sit on a step ladder top or pail shelf.



DON'T climb a ladder if you are not physically and mentally up to the task.

DON'T exceed the Duty Rating, which is the maximum load capacity of the ladder. Do not permit more than one person on a single-sided stepladder or on any extension ladder.



DON'T place the base of an extension ladder too far away from the building, as it may slip out at the bottom. **Please refer to the 4 to 1 Ratio Box in the section “Safety Before You Climb.”**



DON'T over-reach, lean to one side, or try to move a ladder while on it. You could lose your balance or tip the ladder.
Climb down and then reposition the ladder closer to your work!



DON'T use stairwells that are under construction.

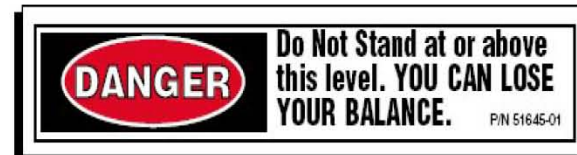


DON'T put a ladder on top of a scaffold or any other equipment to reach a higher working level.



DON'T block entrances or exits without posting signs barricades to aware traffic of work in progress.

DON'T leave tools on top of the ladder when not using ladder.



READ THE LABELS



LADDER DESCRIPTION

Step Ladder



Top step not for use check for defects

Second Step not for use read label

Spreaders open all the way check for defects

3rd step from the top last working step

Ladder feet- check for defects and rubber shoes

Extension Ladder

3ft above landing

Secure ladder to prevent displacement

Check for lock to be fully hooked over base

For every 4 ft up is 1 ft out at the base/4 to 1 rule

Ladder feet- check for defects and rubber shoes

