

LADDER SAFETY GUIDE

THE FOLLOWING RULES APPLY TO ALL LADDERS:

- Maintain ladders free of oil, grease and other slipping hazards.
- Do not load ladders beyond their maximum intended load nor beyond their manufacturer's rated capacity (see below).
- Use ladders only for their designed purpose.
- Use ladders only on stable, level surfaces unless secured to prevent accidental movement.
- Face the ladder when climbing up or descending.
- Maintain a 3-point contact (two hands and a foot, or two feet and a hand) when climbing/descending a ladder.
- Do not use ladders on slippery surfaces unless secured or provided with slip-resistant feet to prevent accidental movement. (Do not use slip-resistant feet as a substitute for exercising care when placing, lashing or holding a ladder upon slippery surfaces).
- Secure ladders placed in areas such as passageways, doorways or driveways, or where they can be displaced by workplace activities or traffic to prevent accidental movement. Or use a barricade to keep traffic or activity away from the ladder.
- Keep the body inside the side rails.
- Keep areas clear around the top and bottom of ladders.
- Do not move, shift or extend ladders while in use.
- Do not carry objects or loads that could cause loss of balance and falling.
- Ladder rungs, cleats and steps must be parallel, level and uniformly spaced when the ladder is in position for use.
- Use extra care when getting on or off the ladder at the top or bottom. Avoid tipping the ladder over sideways or causing the ladder base to slide out.
- Carry tools in a tool belt or raise tools up using a hand line. Never carry tools in your hands while climbing up/down a ladder.
- Ladder components must be surfaced to prevent snagging of clothing and injury from punctures or lacerations.

STEPLADDERS:

- Do not use the top or top step of a stepladder as a step.
- Do not use cross bracing on the rear section of stepladders for climbing unless the ladders are designed and provided with steps for climbing on both front and rear sections.
- Metal spreader or locking devices must be provided on stepladders to hold the front and back sections in an open position when ladders are being used.

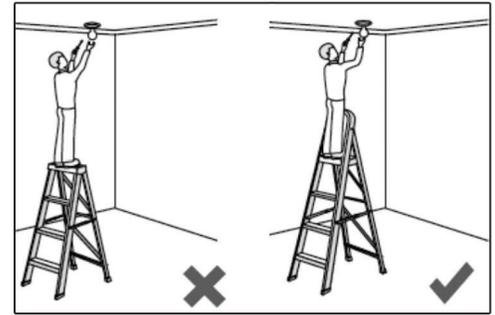
EXTENSION LADDERS:

- Extend the top of the ladder three feet above the landing (see figure 1).
- Select a ladder based on the expected load capacity & duty rating of the type of work to be done and the correct height.

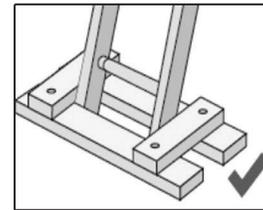
TYPE	DUTY RATING	USE	LOAD
IAA*	Special Duty	Rugged	375 lbs.
IA	Extra Duty	Industrial	300 lbs.
I	Heavy Duty	Industrial	250 lbs.
II	Medium Duty	Commercial	225 lbs.
III	Light Duty	Household	200 lbs.



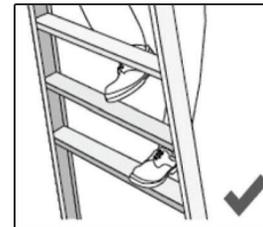
figure 1



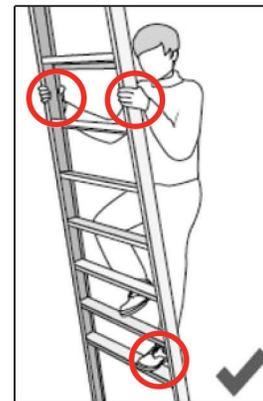
DO choose the right ladder for the job. Select a ladder that allows you to reach the work area without standing unsupported on the top rung



DO secure the ladder base at worksites or high traffic areas



DO wear proper, slip-resistant footwear



DO maintain three points of contact with the ladder at all times.



DO prevent passersby from walking under or near ladders. DO keep ladder base clear of debris.