

# SAFE WORK PRACTICES

## LADDER STORAGE & HANDLING

*\*This information does not take precedence over OH&S. All employees should be familiar with the Saskatchewan Employment Act and the OH&S Regulations.*

1. Store ladders where they are not exposed to the weather.
2. Whenever possible, store ladders horizontally on racks. To prevent sagging, support ladders every 2 meters (6 feet).
3. Keep ladders clean and free of foreign materials.
4. Ensure that storage areas are easy to access. Return ladders to the storage area after use.
5. Keep wooden ladders in a well ventilated location, away from dampness and excessive heat.
6. Avoid long overhangs beyond support points when transporting ladders on vehicles.
7. Pad racks on vehicles with soft material to reduce wear and road shocks.
8. Tie ladders to each support point to minimize damage. Load other equipment so that ladders are not damaged in transit.
9. Mark ladders which overhang vehicles with a red or orange flag.
10. Grasp ladders near the centre when carrying them.
11. Use caution when carrying ladders through passageways, doorways or any place where your view is obstructed.
12. Use a partner to help carry long or heavy ladders.
13. Ensure that you and your partner are on the same side when carrying a ladder. Stay 1 step. Work out in advance any hand or voice signals to coordinate stopping or changing direction.

### **DON'T**

- Hang ladders from rails or rungs.
- Store materials on ladders.
- Expose fiberglass ladders to excessive temperatures (above 93°C/200°F).
- Hold the front of ladders at head level when carrying.