



## LADDER SAFETY

***Toolbox Talks are intended to facilitate health and safety discussions on the job site.***

Portable ladders are one of the handiest, simplest tools we use. Because of their effectiveness, ladders are used by many different people to perform many different tasks. Although ladders are very uncomplicated, planning and care are still required to use them safely.

### Ladder hazards

Ladder accidents usually are caused by improper selection, care or use, not by manufacturing defects. Some of the more common hazards involving ladders, such as instability, electrical shock, and falls, can be predicted and prevented. Prevention requires proper planning, correct ladder selection, good work procedures and adequate ladder maintenance.

### Prevention tips:

- ✓ Do not hand-carry loads on a ladder.
- ✓ Do not try reaching so far that you lose your balance; move the ladder.
- ✓ Non-skid feet or spurs may prevent a ladder from slipping on a hard, smooth surface.
- ✓ Do not stand on the ladder's top three rungs.
- ✓ A damaged side rail may cause one side of a ladder to give way.
- ✓ Extension ladder base should be spaced 1 foot away for every 4 feet it reaches up.
- ✓ Extension ladders used to reach a walking surface or roof must extend at least 3 feet beyond.
- ✓ Extension ladders need both locks holding to prevent overloading a rail.
- ✓ Step ladders should be securely spread open. Never use a folding step ladder in an unfolded position.
- ✓ Electrical shock can occur with metal or wet wooden ladders. Not only is the shock itself dangerous, but it can cause falls, resulting in injury.

### Ladder selection

Portable ladders are designed as "one-man" equipment with the proper strength to support the worker as well as his tools and materials. Ladders are constructed under three general classes:

- ✓ **Grade 1AA / Type IAA (Extra Heavy Duty):** Rated for **375 lbs** (Heavy industrial use).
- ✓ **Grade 1A / Type IA (Extra Heavy Duty):** Rated for **300 lbs** (Industrial use).
- ✓ **Grade 1/Type I Industrial:** Rated for **250 lbs** (Trades, commercial, and farm use).
- ✓ **Grade 2/Type II Commercial:** Rated for **225 lbs** (Commercial and general light maintenance).
- ✓ **Grade 3/Type III Household:** Light duty with a load capacity of **200 lbs**.

## Ladder maintenance

**Wood ladders** should be protected with a clear sealer varnish, shellac, linseed oil or wood preservative. Wood ladders should not be painted, because the paint could hide defects. Check carefully for cracks, rot, splinters, broken rungs, loose joints and bolts and hardware in poor condition.

**Aluminum or steel ladders** should be inspected for rough burrs and sharp edges before use. Inspect closely for loose joints and bolts, faulty welds and cracks. Make sure the hooks and locks on extension ladders are in good condition. Replace worn or frayed ropes on extension ladders at once.

**Fiberglass ladders** should have a surface coat of lacquer maintained. If it is scratched beyond normal wear, it should be lightly sanded before applying a coat of lacquer.

## Helpful hints

- When working on cylindrical objects like poles and columns, the top rung of portable ladders can be replaced with chain or rope to reduce rocking.
- Aluminum ladders are very corrosion-resistant but exposing them to fertilizer can cause damage.

## Ladder inspection checklist

*Use this list to remind yourself of what you should look out for in order to prevent accidents.*

| General                                                                            | Needs repair | OK | Date repaired |
|------------------------------------------------------------------------------------|--------------|----|---------------|
| Loose steps or rungs (considered loose if they can be moved at all with the hand)? |              |    |               |
| Loose nails, screws, bolts, or other metal parts?                                  |              |    |               |
| Cracked, spilt, or broken uprights, braces, or rungs?                              |              |    |               |
| Slivers on uprights, rungs, or steps?                                              |              |    |               |
| Damaged or worn non-slip bases?                                                    |              |    |               |
| Step ladders                                                                       |              |    |               |
| Wobbly (from side strain)?                                                         |              |    |               |
| Loose or bent hinge spreaders?                                                     |              |    |               |
| Stop on hinge spreaders broken?                                                    |              |    |               |
| Loose hinges?                                                                      |              |    |               |
| Broken, split, or worn steps?                                                      |              |    |               |
| Extension ladders                                                                  |              |    |               |
| Loose, broken, or missing extension locks?                                         |              |    |               |
| Defective locks that do not seat properly while extended?                          |              |    |               |
| Worn or rotted rope?                                                               |              |    |               |

**Toolbox Attendance**

Questions? \_\_\_\_\_  
\_\_\_\_\_

Concerns? \_\_\_\_\_  
\_\_\_\_\_

Days since Last Incident: \_\_\_\_\_

Supervisor/Meeting Leader: \_\_\_\_\_ Date: \_\_\_\_\_

Signatures of attendees:

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Manager review comments:

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