



SAFE WORK PROCEDURE

LADDER USE

Recommended and/or required Personal Protective Equipment: Safety footwear

BASIC JOB STEPS	POTENTIAL ACCIDENTS OR HAZARDS	RECOMMENDED SAFE JOB PROCEDURES
Select Ladder	Fall	Select the correct ladder for the job. Select a ladder of sufficient length so that it can be used at a slope no greater than 4-1.
Check ladders' condition	Fall	Check ladder for damage and stability. Ensure that non slip foot rests are fitted, and non slip ladder feet are fitted.
Place ladder in position	Fall	Place ladder so that the area to be reached is within arms reach without necessity of over extension of the arms. The top ladder must extend 1 meter above the platform where platforms need to be accessed.
Secure the ladder	Fall	Ensure that the ladder will not move. The ladder top must be tied with a rope to a fixed fitting so that it cannot slip or fall
Climb the ladder	Fall	Climb no higher than that of the second rung from the top
Work from the ladder	Fall, head injury	Secure tools, do not over reach at any time. On completion lower tools to a second person, do not drop them.