

Woodcraft Manningham – Safe Work Procedure

37 USE OF STEP LADDERS

DO NOT use step ladders unless you have been instructed in its safe use and operation and have been given permission

PERSONAL PROTECTIVE EQUIPMENT



Safety glasses must be worn.



Sturdy footwear must be worn at all times in work areas.



Close fitting/protective clothing must be worn.

PRE-OPERATIONAL SAFETY CHECKS

- ✓ Inspect ladder before use
 - a. Joints between step & side rail tight, all fittings secure, moving parts operate freely.
 - b. Rungs free of grease and oil.
 - c. All ladder components intact including side rails, steps, rungs or cleats.

Reviewed by
David Cretney
Renato Simionato
John Wheeler
Robert Hartig

2/10/2019

OPERATIONAL SAFETY CHECKS

Setting up ladder

- ✓ Carry step ladders in their closed position.
- ✓ Mount ladder on firm footing and secure against slipping.
- ✓ Do not place ladder on any other items to increase height, eg on boxes or a table.
- ✓ Climb down and move ladder if needed. Do not attempt to jog or walk the ladder
- ✓ Fully open and lock the step ladder locks, braces or spreaders engaged before climbing.

Using the ladder

- ✓ Face ladder when ascending and descending
- ✓ Maintain three points of contact when climbing ladder
- ✓ Only one person at a time and check weight limit not exceeded.
- ✓ Do not over reach. Reposition ladder if needed. Your belt buckle should not be further than the side rail.
- ✓ If necessary have a second person hold the ladder.
- ✓ Carry tools on belt or tool pouch and hoist up materials.

ENDING OPERATIONS AND CLEANING UP

- ✓ Fold up ladder
- ✓ Remove it to its storage location.

POTENTIAL HAZARDS AND INJURIES

- ⓘ Falling off ladder.
- ⓘ Burns from operating room gas heater.

DON'T

- ✗ Over reach on ladder.