

Ladder Safety Checklist

- ❑ Select a ladder that's the right type, length and weight capacity for the job.
- ❑ Provide a stairway or ladder for any point of access where there is a break in elevation of 19 in. or more.
- ❑ Inspect ladders before use:
 - Make sure rungs or steps are in good condition.
 - Check that support braces, bolts, screws, etc., are in good condition.
 - Look for sharp edges or splinters on cleats, rungs or side rails.
 - Ensure ladder has non-slip surfaces, free of mud, grease and oil.
 - Check side rails for cracking or splitting.
 - Check for missing, broken or weakened cleats, rungs or treads by placing ladder flat on the ground and walking on it.
 - Never paint a ladder as this can hide critical defects.
 - If a defective ladder cannot be repaired, it should be disposed of immediately and permanently.
- ❑ Set ladder on a firm level surface, set ladder feet parallel to the surface it rests against.
- ❑ Secure the base of the ladder (tied, held or braced)
- ❑ Secure the top of the ladder (lashed).
- ❑ Use proper angles when using straight and extension ladders. When using a non-self-supporting ladder use the "four-to-one" rule: for every four feet of height, move the bottom of the ladder one foot from the wall.
- ❑ When used as an access to an elevated work area, extend the ladder at least 3 feet above the top resting edge (42" is ideal).
- ❑ Allow only one person on a ladder at a time; Wear shoes with clean, nonskid soles.
- ❑ Keep the ladder (especially metal ones) away from overhead wires (3' min., 10' is ideal.)
- ❑ Always face the ladder and maintain three points of contact when climbing up or down (two hands and one foot, or two feet and one hand).
- ❑ Take one step at a time; keep one hand on ladder while working.
- ❑ Carry tools up and down ladder using a tool bag, tool belt or hoist them up using a rope & bucket.
- ❑ Keep your belt buckle/belly button between the side rails of the ladder. Do not overreach.
- ❑ Store ladders horizontally with supports at each end and in the middle to prevent sagging.



DO NOT:

- ...Use a ladder for any other purpose (not for skids, braces or work benches.)
- ...Use boxes, chairs or anything else in place of a ladder.
- ...Use a ladder with missing or broken parts or with worn or frayed rope.
- ...Carry anything that will prevent holding on with both hands while ascending/descending the ladder.
- ...Store anything on a ladder.
- ...Rest a ladder on a window or window sash.
- ...Place a ladder in front of a door unless it's locked or blocked.
- ...Climb ladders if you're afraid of heights or tend toward fainting or dizziness.
- ...Move a ladder while you're on it.