
	<b>GILES CHEMICAL ~ PREMIER MAGNESIA</b>		
	<b>Company Procedure</b>		
	Title: <b>Ladder Inventory - Repackaging</b>	Number: <b>M12-PR-200-023</b>	
	Owner: <b>Robert Willis</b>	Revision: <b>2</b>	
	Effective Date: <b>5-20-13</b>	Page: <b>1 of 1</b>	

## 1.0 Purpose

This procedure defines the ladder inventory and inspection process.

## 2.0 Scope

Schedule: Quarterly

## 3.0 Responsibility

Maintenance will be responsible for checking the operability of the ladder inventory on a quarterly basis

## 4.0 Safety Considerations

Safety is a condition of employment. Employees are not authorized to work in an unsafe manner and are prohibited from harming the environment of the facility or community.

## 5.0 Materials/Equipment

N/A

## 6.0 Procedure

Ladder form should be used when doing inventory/check of ladders and all ladders should be tagged with inspection sticker to indicate they have been reviewed for operability and reliability.

## 7.0 Reference Documents

N/A

## 8.0 Change Information

Document review – updated format using new template and numbering system.

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