## Ladder Safety

1. **Purpose**

To establish requirements for the safe use of ladders.

1. **Requirements**

All ladders used by company employees must meet OSHA/ANSI specifications.

Fixed ladders:

* An approved climber system can be substituted for cages on fixed ladders over 20 feet.
* Fixed ladders shall extend at least 36 inches above the landing.

Portable ladders:

* The condition of the ladder must be checked before each use.
  + A comprehensive visual inspection of the entire ladder must be made before each use.
  + Broken or damaged ladders shall not be used.
  + Ladders to be repaired shall be tagged "DO NOT USE" and removed from service.
  + Portable ladders shall be equipped with safety feet or securely fastened to prevent slipping.
* Ladders shall be used only for the purpose for which they were designed and the load capacity of the ladder should never be exceeded.
* Only metal or fiberglass ladders shall be used, all other types shall be discarded. Only fiberglass ladders will be used near exposed energized parts.
* All straight ladders shall be tied off at the top or held by another person.
* Ladders shall extend at least 36 inches above the top landing. When ladders are not able to be extended then the ladder shall be secured at its top to a rigid support that will not deflect.
* Ladders shall not be placed in front of doors which open toward the ladder.
* The base of a ladder shall be set back a safe distance from the vertical, approximately one fourth (1/4) of the working length of the ladder.
* No more than one person shall be on a ladder at any time and the person and equipment must not exceed the load capacity of the ladder.
* Ladders shall be placed on a stable and level surface.
* Employees shall not stand on top two rungs or top of step ladder.
* Employees must maintain 3 point contact with the ladder at all times and face the ladder when ascending or descending.
* Employees shall not carry anything in hands that could cause injury in case of fall. Ropes and/or baskets shall be used to raise and lower tools, parts, etc.
* Employees shall not be working off of ladders without a spotter/helper present.
* Ladder rungs, cleats, and steps shall be parallel, level, and uniformly spaced, when the ladder is in position for use.