

SAFETY MEETING TOPIC

This form shall be completed and kept on file

Job Name _____ location _____ Job No. _____
Meeting Leader _____ Title _____
Date Held _____ Place _____ Time _____
Subject of Meeting _____ LADDER USE _____

Ladder safety includes following rules when setting up and using ladders. Single and extension ladders should be 1 foot away from the supporting wall for every 4 feet of vertical travel. Make sure both feet are firmly supported and blocked against slipping. When using a step ladder, be sure the area is level enough for the entire base. Also, when positioning a ladder from which you will be working, make sure it allows you to reach the intended height comfortably. You should never extend your body outside the vertical plain of the side rails.

A ladder used for going from one level to another should extend at least three feet above the upper floor or roof. If it does not, it must be secured and a hand rail added at the top. It's a good idea to secure the ladder even if it does extend above 3 feet, but always secure ladders at both the top and bottom if they might be dislodged by activities in the area.

When climbing or descending, maintain three points of contact with the ladder. This simply means that you must have both feet and one hand, or one foot and both hands on the ladder at all times. To do this, you cannot be holding anything when climbing the ladder. Tools and other equipment that will not fit in your belt must be hoisted or handed up to the desired height. To move your ladder, get off and reposition it. Never hop or bounce the ladder to a new spot.

OSHA requires that you be trained on the following with regard to ladder use:

- The nature of fall hazards in the work area;
- Construction, use and care of ladders;
- Maximum load capacities of ladders; and,
- The safety standards regulating ladders