

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 PORTABLE LADDERS

Before using a portable ladder always check to make sure it is in good condition. Look to see if the rungs are secured tightly to the vertical supporting members, if it is a wooden ladder there are not any cracks or splits. Promptly remove from service an unsafe ladder.

Metal ladders should never be used near anything electrical or for doing electrical work.

Before climbing a ladder make sure it is solidly in place. If the ladder has been in use, check to be sure that there is nothing on top of the ladder such as tools, before moving or climbing it.

Always climb or descend a ladder while facing it.

Never stand on the top step of a ladder. It is very easy to lose your balance. Get a longer ladder.

For ladders exceeding 8 feet in height, you should have someone holding and guarding the ladder at its base, while you are working on it.

NOTE: Safety harnesses must be worn (as of January 1, 1998, body belts are no longer permissible except under certain circumstances such as tethering in an aerial bucket) where the workers feet are 6 feet or more above ground or floor level.

Straight ladders should be placed so that the feet are securely placed and the base of the ladder should be out $\frac{1}{4}$ of its height. That is, the base of a twenty foot ladder should be out five feet from the wall. This is sometimes known as the $\frac{1}{4}$ rule for straight ladders.

Do not use step ladders as straight ladders. The rungs may not be level and the bottom in full and proper contact with the floor.

Factory built ladders are classified by the weight they are designed to support. Type III ladders supports a maximum of 200 pounds, Type II, 225 pounds, Type 1, 250 pounds, and Type IA up to 300 pounds.

USE THE RIGHT LADDER AND USE IT PROPERLY. THINK SAFETY AT ALLTIMES.