

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 WORKING ON LADDERS

The following precautions should be observed when using a ladder.

- Never work on a ladder if you have a serious fear of heights, have a tendency for dizziness or fainting or are not medically fit.
- Do not overload ladders.
- Do not allow more than one person on a ladder at a time.
- Wear shoes with clean, non-skid soles.
- Use a rope or hoist to lift tools.
- Never carry tools in your hands on a ladder.
- Face the ladder when climbing it.
- Maintain three points of contact when climbing ladder. Hold the side rails with both hands.
- Always keep one hand on the ladder when working.
- Keep tools in a tools hangar or holder. Some ladders are equipped with tool trays.
- Do not step on the last two steps on a step ladder.
- Do not step on the last 4 ladder rungs on a single or extension ladder.
- Move slowly and carefully.
- Keep your body centered on the ladder between the side rails.
- Know how to step up, use and maintain all fall protection equipment in the work place.

CARRYING A LADDER

Use two people to carry a ladder. If you must carry a ladder by yourself, balance the center of the ladder on your shoulders. The front of the ladder should be above your head and the back section toward the ground.

REPAIRING LADDERS

Ladders must be repaired by professionals trained to restore it to its original condition. Never paint or cover a ladder with opaque materials that will prevent workers from identifying defects.

STORAGE

Ladders should be stored in dry areas with moderate temperatures and good ventilation. They should be stored standing up. If they are stored laying down they must be supported on both ends and in the middle. Never store anything on top of ladders.