

 WAKE FOREST UNIVERSITY	SAFETY_009	Revision Date: 11/29/14
	LADDER SAFETY	Developed by: Environmental Health & Safety
		Approved by: Associate Vice President, Strategy and Operations <i>Emily Reese 11/29/14</i>
Effective Date: November 2001		

1. PURPOSE

The Ladder Safety Program is intended to define minimum requirements for the use and care of ladders in order to ensure safety during usage in normal conditions. Types of ladders covered in the program include but are not limited to, portable wooden ladders, portable metal ladders, and combination-step and extension ladders.

2. REFERENCES

29 CFR 1910.25, 1910.26
29 CFR 1926.1053

3. DEFINITIONS

Types of Stepladders:

3a. Industrial stepladders - 3-20', are to be used for heavy-duty work such as utilities, contractors and industrial use.

3b. Commercial stepladders - 3-12', shall be used for medium duties such as painting, and light industrial use.

3c. Household stepladders - 3-6', are to be used for light duty.

4. RESPONSIBILITIES

4a. Supervisor

All ladders will be inspected frequently by appropriate supervisor.

Supervisor is responsible for training employees on proper ladder usage and prohibitions listed in this document.

4b. Employee

Employees planning on using a ladder are responsible for individually inspecting the ladder they are going to use prior to climbing on the ladder. This is to be done prior to each use. Any ladder found to have defects shall be taken out of service and discarded either in scrap metal bin for recycling or trash dumpster in the coal yard. Defective ladders should not be stored with ladders that are in good condition.

5. PROCEDURE

5a. Portable Wooden and Portable Metal Ladders

All ladders shall be maintained in good condition at all times with all hardware and fittings securely attached. All movable parts shall operate freely without binding or undue play.

When ascending or descending, the climber must face the ladder.

Safety feet shall be kept in good condition to insure proper performance.

All parts on ladders must be kept free of sharp edges and splinters, be solid and sturdy, and free of visual damage and decay.

Rungs shall be kept free of grease and oil.

There shall not be more than one individual on a ladder at a time.

Ladders with broken or missing steps/rungs shall not be used.

The top step of the ladder shall not be used.

The bracing on the back legs of stepladders are not designed for climbing but solely for increasing stability.

Ladders are not to be used as braces, skids, or gin poles, gangways or uses other than their intended purpose.

Refer to OSHA 1910.333 for work practices involving ladders near electrical circuits.

Portable stepladders longer than 20' are prohibited.

Single ladders more than 30' shall not be used.

5b. Ladder Set-up

No ladder is to be used for gaining access to a roof unless the top of the ladder extends at least 3' above the point of support, at the eave, gutter, or roofline.

The ladder base must always be placed with a secured footing.

Ladders may not be tied or fastened together to provide longer sections.

6. TRAINING

Supervisors will train employees on proper ladder usage, including all manufacturer operating instructions detailed in this document, prior to ladder use.

7. REVISIONS

REVISION	REVISION DATE
Revision – Change of signing authority to Associate Vice President, Strategy and Operations.	1/22/2015