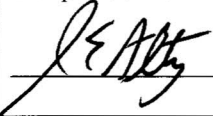
 <b>WAKE FOREST</b> UNIVERSITY	<b>Document #:</b> SAFETY_001	<b>Revision Date:</b> September 2009
	<b>LADDER SAFETY</b>	<b>Developed by:</b> Environmental Health & Safety  <b>Approved by:</b> Associate VP of Facilities & Campus Services  1 Sep '09
<b>Effective Date:</b> November 2001		

## 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, 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