

# Information Bulletin

NUMBER 46

## Ladder Safety Tips

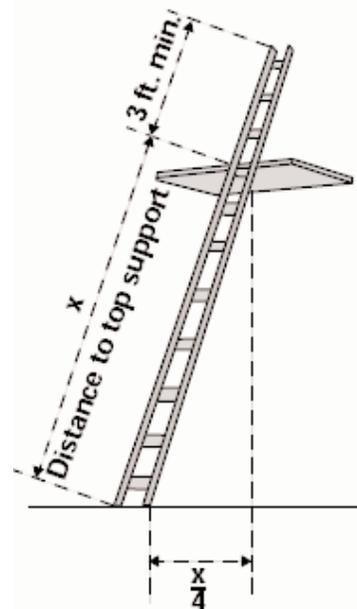
Ladders are vital for getting many jobs done. OSHA estimates that there are more than 11,000 lost work day injuries and more than 13,000 non-lost work day injuries annually due to falls from ladders.

Ladders differ in size, shape and materials but there are several common safety tips that apply to ladders of all types. Implementing these tips should reduce your risk of injury.

- Choose the right style of ladder for the job. Weight of the user, tools and materials should never exceed the rating of the ladder.
  - Ladders should be inspected before each use for loose or damaged rungs, steps, rails, braces or non-slip feet.
  - If damage is found that may affect safety, the ladder must be tagged immediately and removed from service.
  - Wear shoes with non-slip soles.
  - Place all ladder legs on solid, level ground or on a stable base.
  - Climb facing the ladder with your body centered between the rails.
  - Do not carry heavy or bulky items; use a bucket or rope or a tool belt.
  - Do not work on ladders during a severe storm or strong wind.
  - Protect the base from traffic. If a ladder must be placed in front of a door, make sure the door is locked or guarded.
  - Always use the "three-point rule": two hands and a foot or two feet and a hand.
  - Never step over the top of a ladder.
  - Never attempt to "walk", "hop", or "laterally" move a ladder while standing on it. Never overreach! Move it.
- Tie off the ladder once you have climbed to your working height.

**There are specific tips for different styles of ladders. Be sure to follow the safety advice for the type of ladder you are using.**

The following illustration shows the proper placement of straight or extension ladders. The ladder's feet are  $\frac{1}{4}$  the working length of the ladder away from the upright surface to be climbed.



Reference:  
Associated General Contractors, "Ladder Safety: Are Your Ladders Safe?"  
SAIF Corporation, "Ladder Safety: Ups and Down".

*This bulletin is intended only as a reminder and is offered solely as a guide to assist management in its responsibility of providing a safer working environment. This bulletin is not intended to cover all possible hazardous conditions or unsafe acts that may exist. Other unsafe acts or hazardous conditions should also be noted and corrective action taken.*