



**SAFE WORK PRACTICE**

<b>TITLE</b>	Portable Ladders
<b>GENERAL</b>	Protecting workers from injuries associated with the use of portable ladders
<b>APPLICATION</b>	Portable ladders should only be used when there are no permanent or temporary stairways or work platforms available for task.
<b>PROTECTIVE MECHANISMS</b>	Safe work procedure Manufacturers specifications PPE ERP (Emergency Response Plan)
<b>SELECTION AND USE</b>	As per safe work procedure Manufacturers specifications Provincial OH&S Legislation
<b>SUPERVISOR RESPONSIBILITY</b>	Supervisors are responsible to facilitate and/or provide proper instruction to their workers on protection requirements and training Work site inspection Selection of equipment
<b>WORKER RESPONSIBILITY</b>	<ol style="list-style-type: none"> <li>1. All ladders shall be inspected prior to performing a task.</li> <li>2. Wooden ladders shall not be painted.</li> <li>3. Conductive metal ladders or wire or wire reinforced wooden ladders shall not be permitted in energized areas.</li> <li>4. Ensure surface is level and firm.</li> <li>5. Ensure ladder is tied off and set at the proper angle.</li> <li>6. Ladders shall not be climbed higher than the second step from the top.</li> <li>7. Three points of contact should always be maintained when climbing up or down.</li> <li>8. Ladders should not be erected on boxes, tables, scaffold platforms, man lift platforms or on vehicles.</li> <li>9. A ladder shall not be placed against an unsafe support.</li> <li>10. Follow portable ladder safe work procedure step by step.</li> </ol>