



### Step Ladder Setup

1. Select the right size ladder; one that allows you to work while standing and a minimum of 2 steps from the top.
2. Verify the duty rating is more than the weight of the person plus the load.
3. Never use an aluminum ladder near energized electrical lines.
4. Check for any overhead obstructions like pipes, low ceilings, power lines...etc.
5. Make sure the ground or surface is level, stable and not slippery.
6. Ensure ladder is secure.
7. Ladder must be fully opened prior to use.
8. Ensure area around the ladder is free of additional hazards.
9. Never place ladders in front of a door or around corners.

### Step Ladder Maintenance

Ladders shall be inspected for defects prior to each day's use and after any fall.

1. Hardware: no broken or missing pieces.
2. Shoes/Feet: none are missing; free of damage or cracks; treads are still in good working condition.
3. Spreaders/braces: none are damaged; bolts, screws and rivets are in place; opens easily and locks.
4. Rungs/steps: none are cracked or bent; secure and free of slippery material.
5. Rails: straight with no damage; free of slippery substances.

EHS can assist with ladder training and provide example ladder checklists.



### Step Ladder Usage

1. Face the ladder when ascending/descending.
2. Use both hands when going up and down.
3. Carry tools on a tool belt not in hands.
4. Never stand on the top 2 rungs.
5. Never sit on the top of a step ladder.
6. Move the ladder to avoid over reaching.
7. Wear non-slip shoes that are tied.
8. Verify shoes are free from mud and grease.
9. Look where you are stepping, DO NOT JUMP.
10. 3-point contact when ascending/descending.

### NIOSH Ladder Safety Phone App

<http://www.cdc.gov/niosh/updates/upd-06-17-13.html>