



## LADDER SAFETY PROGRAM

Falls from improper ladder or ladder use results in serious injuries. It is important to adhere to OSHA requirements and the policy of Tate Engineering Systems. All employees who use a ladder during the course of work must be familiar with this section of the safety plan. This standard operating procedure covers all types of ladders, including step, extension, and fixed ladders. Ladder users must be able to recognize and avoid ladder hazards and be aware of safe practices in setting up, storing, moving and working from this equipment.

### Responsibility

1. It is the responsibility of site foreman to assure that all employees who may use a ladder read and understand this plan.
2. It is the responsibility of the Safety Manager to provide basic ladder safety training to each technician.
3. It is the responsibility of the site foreman to assure that all ladders being used by our employees are free from defects and the all moving parts are working properly.
4. It is the responsibility of the Safety Manager to maintain records on ladder training.

### FIBERGLASS LADDERS SAFETY

To insure safety and serviceability the following precautions concerning the care and use of fiberglass ladders will be observed:

- Ladders will be maintained in good condition at all times, the joint between the steps and side rails will be tight, all hardware and fittings securely attached, and the movable parts will operate freely without binding or undue play.
- Metal bearings of locks, wheels, pulleys, etc., will be frequently lubricated.
- Frayed or badly worn rope will be replaced.
- Safety feet and other auxiliary equipment will be kept in good condition to insure proper performance.
- Ladders will be inspected prior to each use and those which have developed defects will be withdrawn from service for repair or destruction and tagged or marked as "Dangerous, Do Not Use."
- Rungs should be kept free of grease and oil.
- Portable extension ladders will must be used at such a pitch that the horizontal distance from the top support to the foot of the ladder is one-quarter of the working length of the ladder (the length along the ladder between the foot and the top support). The ladder will be so placed as to prevent slipping, or it will be lashed, or held in position. Ladders will not be used in a horizontal position as platforms, runways, or scaffolds.
- Portable ladders will be so placed that the side rails have a secure footing. The top rest for portable rung and cleat ladders will be reasonably rigid and will have ample strength to support the applied load.



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- Ladders will not be placed in front of doors opening toward the ladder unless the door is blocked, locked, or guarded.
- Ladders will not be placed on boxes, barrels, or other unstable bases to obtain additional height.
- Ladders with broken or missing steps, rungs, or cleats, broken side rails, or other faulty equipment will not be used, ladders having any of these conditions present will be destroyed and disposed of. Improvised repairs will not be made.
- Short ladders will not be spliced together to provide long sections.
- Ladders made by fastening cleats across a single rail will not be used.
- Ladders will not be used as guys, braces, or skids, or for other than their intended purposes.
- Tops and the rung directly below the top of ordinary stepladders will not be used as steps.
- On two-section extension ladders the minimum overlap for the two sections in use will be as follows:

Size of Ladder (Feet)	Overlap (Feet)
Up to and including 36	3
Over 36 up to and including 48	4
Over 48 up to and including 60	5

- No ladder should be used to gain access to a roof or elevated work area unless the top of the ladder is extended at least 3 feet above the point of support.
- All portable rung ladders will be equipped with nonslip bases when there is a hazard of slipping. Nonslip bases are not intended as a substitute for care in safely placing, lashing, or holding a ladder that is being used upon oily, metal, concrete, or slippery surfaces.
- The bracing on the back legs of step ladders is designed solely for increasing stability and not for climbing.
- Ladders are primarily used for climbing. When used to work from, the tech must work within the vertical rails of the ladder to prevent it from tipping over.

### TYPES AND RATINGS

All portable ladders must be fiberglass, wood and metal ladders will not be used by Tate Engineering Systems' employees.

All portable ladders must be rated at least Type IA for 300 pounds.

### TRAINING

All employees will be instructed on the contents of this section prior to the use of ladders.

### PROCUREMENT AND DISPOSAL OF LADDERS



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Ladders must be inspected prior to purchase to ensure they are without structural defects or potential accident hazards such as sharp edges, burrs, etc. This company will purchase ladders meeting Type IA specifications and OSHA requirements. Homemade or in-house constructed ladders will not be made by Tate.