



### SAFETY FIRST:

If you are collecting the equipment for someone else please make sure this sheet is given to the equipment user to read. In accordance with Health and Safety in Employment Act requirements, this sheet should be given to the site supervisor if the equipment is being hired for use at a commercial worksite so that the information is available to all users.

### Required Safety Equipment



Hard Hat

Boots

Protective Clothing

Visual Inspection

### Safety on Ladders

- ! Don't use ladders as work platforms or scaffold planks – Instead use scaffolding or Elevator Work Platforms (EWP)
- ! Inspect the ladder carefully before climbing, never use a damaged ladder
- ! Never drop or throw ladders
- ! Read all labels and follow all instructions
- ! Ensure ladder top is fully supported/secure and ladder feet are secured on firm level ground
- ! Never place blocks or other loose materials under a ladder to gain extra height or adjust for uneven ground
- ! Never position ladders where they block doorways, foot traffic or vehicles
- ! Always wear non slip shoes when climbing
- ! Never stand above the highest safe standing rung
- ! Always face the ladder and keep body centred between rails
- ! Never over reach, lean to one side or stand on one foot
- ! Never permit more than one person on the ladder at a time
- ! Always haul materials up on a line rather than carry them up the ladder

### Choosing the right Ladder

- ! Determine the application to match the ladder to the job
- ! What weight is to be carried? (includes the user plus tools and materials)
- ! Be sure of your working heights and match the height so you don't need to step higher than the 4<sup>th</sup> rung from the top

### How to use an Extension Ladder

Ladders are to provide access only or for minor or routine work

Read all instruction labels carefully

Safe working angle is 75.5° (Use the "4 to 1" Ratio, 1 metre out at the base for every 4 metres to the upper support point)

Be sure that the ladder feet are on a firm, level, non slippery surface

Always ensure the top of the ladder is firmly supported

For extra safety have a second person secure the ladder while you're on it.

Stake and tie the feet and tie the top wherever possible

Do not place ladder feet on boxes or unstable support to level or gain added height

Make sure all locks are fully engaged

Beware of overhead power lines and call your local electricity supplier if you need the power turned off

Keep body centred between rails and don't over reach

Always keep rungs clear and dry where possible

Never climb a damaged ladder and always inspect before each use

Never climb higher than the fourth rung from the top

Always maintain three points of contact at all times (EG: 2 feet & 1 hand or 1 foot & 2 hands)