

COUNTY OF TUOLUMNE

LADDERS AND STEPS: SAFE USAGE PROCEDURES

Effective Date: **July 1, 1991**

Revised: **June 2001**

Purpose

The purpose of this procedure is to establish safety rules for ladders used in the County of Tuolumne. It applies to all County employees and contractor personnel performing in and on County owned or leased property.

Policy and Procedures

The supervisor in charge of work is responsible for compliance with the following:

1. All ladders shall be used at such a pitch that the horizontal distance from the top support to the foot of the ladder is one quarter the assembly length of the ladder.
2. Metal ladders may be used only where electrical installations don't produce hazard.
3. Each ladder shall be inspected daily. Those ladders which develop defects shall be withdrawn from service for repair or destruction and shall be tagged or marked "Danger, Do Not Use." Improvised ladders shall not be made.
4. Ladders shall be stored in such a manner as to provide ease of access or inspection, and to prevent danger of accident when withdrawing a ladder for use.
5. Ladders shall be stored at a location where they will not be exposed to the elements but where there is good ventilation. Wood ladders shall not be stored near radiators, stoves, steam pipes, or other places subjected to excessive heat/dampness. Rungs will be kept free of any product that could result in slippery conditions.
6. The top rest of the ladder shall be rigid and shall have ample strength to support the applied load. Ladders shall not be placed in front of doors unless the door is blocked open, locked or guarded.

7. When ascending the descending a ladder, the user shall always face the ladder.
8. No employee shall be permitted to stand on or work from the top 3 rungs of any ladder unless there are structural members that provide a firm handhold or the worker is protected from falling by an approved safety belt.
9. Wooden ladders shall not be painted with other than a transparent material.
10. All ladders shall be equipped with nonslip bases suitable to the bearing surface. Nonslip bases are not intended as a substitute for care in safety placing, lashing or holding a ladder that is being used on oily, metal, concrete or slippery conditions.