

LADDERS AND STEPLADDERS

Consult the Ontario Occupational Health and Safety Act and its regulations for detailed information.

1. Must be properly suited for the task.
2. Must be in good working condition. Check all parts before each use.
3. Should be CSA approved, especially for construction purposes.
4. Should use the heavy duty or grade 1 type.
5. Verify the rating load and respect limitations.
6. Must have non-slip feet.
7. Must be on a firm footing and secure against slipping.
8. Avoid twisting or turning.
9. Never step on the top rung.
10. Face the ladder and use both hands to climb up or down and maintain three-point contact at all times. To keep your hand free, use a tool belt, or hoist tools and materials up after you reach the top.
11. Don't overreach. Keep your centre of gravity between the side rails. A general rule is that if your buckle is in line with the uprights you are leaning too far.
12. Never paint or coat with an opaque material a wooden ladder.
13. Never use aluminium ladders or conductive materials where electrical contact is possible.
14. Ensure areas surrounding the base and top is clear of obstructions.
15. Never use horizontally.
16. If work is conducted at more than 3 metres with a hazard of falling, must wear safety harness and tie the lanyard off to the structure or to a lifeline before beginning work
17. Ensure you are wearing slip-resistant footwear.

Additional requirements if using an extension ladder:

18. Follow the 4 to 1 rule. Ladders should be inclined such there is than one rung length out from the wall for every four rungs height to the point the ladder touches the wall (not less than 1/4 and no greater than 1/3).
19. Should extend at least a metre above the edge of the working surface.
20. Have someone hold the bottom of a tall ladder until it can be tied off to a firm anchoring point.
21. Don't use in high winds.
22. If exceeds 6 metres in length and is not securely fastened or is likely to be endangered by traffic, must be held in place by one or more workers while being used.
23. Never erect ladders near power lines unless you are a competent electrician and follow restricted rules.

Additional requirements if using a stepladder:

24. Ensure to lock the stepladder in place by spreading the legs to their limit and locking the spreader.
25. Never stand on the top or use the pail shelf as a step.