PennState Physical Plant

Program Highlights

LADDER SAFETY PROGRAM

SEPTEMBER 2019

INTRODUCTION

The purpose of the ladder safety program is to ensure the safe use of ladders and establish safe work procedures pertaining to ladders. This program applies to all PSU OPP employees and covers all types of ladders.

TRAINING

All employees shall be trained on the following topics prior to using ladders:

- Recognition of hazards associated with ladder use
- Proper inspection, maintenance and storage requirements
- Safe use of ladders
- Personal fall arrest systems and equipment use (using fixed ladders requiring ladder climbing device)

Retraining may be required when changes in the workplace render previous training obsolete or inadequate, when program changes occur and when inadequacies are identified.

INSPECTIONS

All employees must conduct a visual inspection prior to using a ladder or if a situation occurs that could affect the integrity of the ladder. (ladder falls over, ladder struck with substantial force, dropped from an elevation, exposed to corrosives, etc.). This inspection is not required to be documented.

All portable ladders must have a documented annual inspection. A sticker/label must be attached to the ladder at head height on the right support rail. This will document that an annual inspection has occurred. Appendix B (inspection Criteria) of the Ladder Safety Program can be used for reference.

If any deficiencies or damages are identified the ladder shall be taken out of service.

KEY ELEMENTS

- Ladders should only be set up on stable and level surfaces.
- Ladders shall not be loaded beyond their maximum intended load as found on the label.
- A person shall not step on the top two rungs of a step ladder.
- Maintain a 4:1 ratio when using a straight or extension ladder, and at least 3 feet should extend above the landing.
- Maintain 3 points of contact while ascending and descending ladders.
- Fixed ladders 24 feet or longer shall be equipped with a safety climb system, and a personal fall arrest system must be used.

RECORDKEEPING

The inspection sticker/label attached to the ladder shall be maintained and legible.

Any training conducted shall be maintained on file for the length of the employee's employment, plus three years.

REFERENCE

Penn State Ladder Program

Click for a link to the Penn State Ladder Program.

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