

Risk Element

- Falls from height.

Precautions to Eliminate / Reduce Risk

- Operator training/instruction;
- Periodic thorough examination.

Safe Working Method

- Portable ladders should only be used as a temporary means of access;
- Work done from a portable ladder shall be restricted to jobs of short duration or to deal with emergencies and shall not be used as working platforms;
- All ladders shall be registered and numbered and shall be thoroughly examined by a competent person every three months, and the results of examinations shall be entered in the register kept for the purpose;
- Pre use checks to ensure ladders are in good working order. No structural defects, sole pads in place, correct size for the job. Any defects should be reported to the supervisor and the ladder taken out of service;
- No work underneath any ladder or work platform, where work is in progress and there is a risk of falling objects;
- Correctly and securely fixed where possible, supported on a firm footing. If not possible to fix, the foot of the ladders shall be firmly held by an assistant;
- Rungs must be in a good state of repair and free from grease/debris;
- Make sure the ladder angle is at 75° you should use the 1 in 4 rule (i.e. 1 unit out for every 4 units up);
- Do not use for more than 15 minutes at a time;
- Ladders shall rise, or adequate handholds shall be provided, to a height of at least 1.05m above the place of landing;
- Where there is any danger of coming into contact with live electrical conductors, then non-conductive ladders without any form of metal reinforcement shall be used;
- Any landing place from which a person is liable to fall a distance of more than 2 meters shall, except in so far as that it is not reasonably practicable, be provided with sufficient and suitable guard rails to a height of at least 910mm above the landing place.

NOTE: No portable ladder must exceed 12m (40 feet) in length.