



Every Step Matters

MARCH 2025

Ladder Training & Awareness

Training	<p>Provide proper training to all individuals who will be using ladders.</p> <ul style="list-style-type: none">• Educate users on ladder safety guidelines, best practices, and potential hazards.• Instruct users to read and follow all the safety information labels on the ladder.• Promote a culture of safety awareness where workers actively identify and report ladder safety concerns.
Identification of Factors Known to Contribute to Falls	<p>Avoid factors that contribute to falls from ladders: haste or sudden movement, overreaching, lack of attention, improper climbing posture such as standing too high or straddling the ladder and carrying objects and not maintaining three points of contact.</p> <ul style="list-style-type: none">• Preplan - Inspect and know the hazards within your work environment.• Choose the correct ladder for the job – a self-supporting stepladder or a non-self-supporting leaning, single or extension ladder.
Ladder Setup	<p>Ensure proper ladder setup with placement on a firm level surface, and use accessories (e.g. levelers, stabilizers, V-rung, etc.) to accommodate any irregular setup conditions.</p> <ul style="list-style-type: none">• Secure your ladder where possible by tying off, blocking, bracing, or having an assistant hold the ladder.• Never attempt to move or reposition any ladder while it is occupied.• Stepladders:<ol style="list-style-type: none">1. Fully open and lock spreaders.2. Support ALL FOUR feet – no elevated feet.• Leanable ladders:<ol style="list-style-type: none">1. Support at all four corners – both feet and both top rails on firm surfaces.<ul style="list-style-type: none">• Do not rest the ladder against the top rung.2. Position at a 75° angle to avoid slide out:<ul style="list-style-type: none">• Place your toes against the bottom of the ladder side rails and stand erect.• Adjust the ladder angle so you can grasp lower section rails at shoulder level with arms straight.• Only move or reposition a self-supporting extension ladder after retraction and from the ground.<ul style="list-style-type: none">• Never adjust the ladder position or extended length from above.

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Ladder Training & Awareness (continued)

Ladder Climbing

Climb slowly and deliberately.

- Follow the three points of contact rule - face the ladder and use both hands while climbing up and down.
- Keep both hands free for climbing. Use a towline, tool belt, or an assistant to lift tools and equipment up to the work area.

Maintaining Balance While Working



Maintain your balance while working and avoid sudden movements.

- Lean into or hold onto the ladder to maintain three points of contact.
- Keep the center of your stomach between the ladder side rails - do not overreach or lean so that you do not fall off the ladder.
- Wear clean slip resistant work shoes.
- Stepladders:
 1. Do not stand on the top step, top cap or straddle the top.
 2. Do not access another surface unless it has been secured from side movement.
- Leaning single or extension ladders:
 1. Do not stand on the top three rungs.

Ladder Transport

Properly secure your ladder during transport to avoid excessive wear and loading at the vehicle support points.

Ladder Storage

Store ladders where they are protected from unsafe materials, impact, or corrosion damage.



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