



Company Name: _____ Job Site Location: _____

Date: _____ Start Time: _____ Finish Time: _____ Foreman/Supervisor: _____

Topic 584: Sectional Ladders

Introduction: Sectional ladders are a basic ladder system that consists of one base section, one or more mid sections, and one top section. Any combination of sections can be used to a maximum of 32 feet of sections, unassembled total length. Each section added requires one foot of overlap. Following are safety guidelines for the safe use of sectional ladders:

- **Carefully** and thoroughly inspect each section before each use. Inspect for cracks, gouges, sharp edges, permanent bends and loose fasteners, or other indications of impairment. Remove from service, set aside, and tag any section that is not in a safe condition.
- **Inspect** for hairline cracks (fatigue cracks) on the aluminum surfaces of side rails and rungs. Hairline cracks are as dangerous as a clean break and they are an indication the ladder may fail when loaded. Do not attempt improvised repairs.
- **The space behind** a ladder must be free of any obstructions such as railings, bars, or other building features that might touch the underside of the ladder and prevent it from flexing. Such an obstruction can cause the ladder shoes to slip and it could interfere with the operation of the section locks. Fully engage the locking sockets or hooks when assembling the ladder before climbing.
- **Choose** a firm level surface on which to place the ladder feet. Non-slip bases are not intended as a substitute for care in safely placing, lashing, or holding a ladder that is being used on oily, metal, concrete, or slippery surfaces.
- **When** the surface is not level, use an approved ladder leveling device. Do not use bricks, stones, wood blocks, boxes, barrels, or other unattached devices. Never climb a damaged, bent, or broken ladder. Do not use a ladder in high winds.
- **All ladders** must be used at such a pitch that the horizontal distance from the tip support to the foot of the ladder is one quarter the assembled length of the ladder. Secure the base by tying off after the assembled ladder is in place.
- **Never** place the ladder in front of a door that can open in the direction of the ladder.
- **Do not** use a ladder in the vicinity of electrical circuits in places where it may come in contact with them. Each section should be labeled: Caution – Do Not Use Around Electrical Equipment. Watch for and stay away from wires.
- **Use wooden sectionals** with rubber shoes and a linseed oil finish for electrically non-conductive sectional ladders.
- **No ladder** will be used where the base of the ladder is above grade unless there is a safe means of access to the base and adequate fastenings to prevent the ladder from slipping or falling.
- **A co-worker** must hold the base securely to prevent slipping, when a ladder is longer than 18 feet.
- **Never** assemble more than 32 feet of sections in one ladder. The ladder can fail after 32 feet.
- **Sectional ladders** must not be used by more than one person at a time, or with ladder jacks and scaffold planks. Ladders must not be used on scaffolds to give additional height.
- **When ascending**, working upon, or descending the ladder, the user must face the ladder and keep all body weight centered between the side rails. Maintain a firm grip. Use the three-point climbing method.
- **Do not** stand on, or work from the top 3 rungs of any ladder unless there are structural members that provide a firm hand hold, or the worker is protected from falling by an approved safety belt, or other equivalent means.
- **Avoid** pushing or pulling off to the side of the ladder. Do not attempt to walk, or shift the ladder while standing on it.
- **Keep** the ladder clean and free of grease, oil, mud, wet paint, and other slippery material. Keep the soles of boots clean.
- **Destroy** the ladder if it is broken, worn, or has been exposed to fire or chemical corrosion.
- **To protect children** and the general public, never leave the ladder set up and unattended.
- **Never** drop, or apply an impact load to any ladder or ladder section. Properly secure and support all ladder sections, while in transit. Vibration can cause fatigue cracks.
- **Use rubber pads** on the top section for better engagement on mullions, window side frames, window sills, spandrels and any other unusual building features. Rubber pads eliminate the need for taped or glued padding, or tueling.



Conclusion: Sectional ladders offer convenience, light weight, and adaptability. Utilize these safety guidelines for safe ladder operations.

Work Site Review

Work-Site Hazards and Safety Suggestions: _____

Personnel Safety Violations: _____

Employee Signatures: _____
 (My signature attests and verifies my understanding of and agreement to comply with, all company safety policies and regulations, and that I have not suffered, experienced, or sustained any recent job-related injury or illness.)

Foreman/Supervisor's Signature: _____

These guidelines do not supersede local, state, or federal regulations and must not be construed as a substitute for, or legal interpretation of, any OSHA regulations.