

Rubach Plasterers Pty Ltd SAFE WORK PROCEDURE

Workplace:

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TASK / OPERATION:

The Use Of Ladders

**Overall Risk
Rating After
Controls**

4 Acute

3 High

2 Moderate

1 Low

Personal Protective Equipment



Safety footwear or securely fitting shoes depending on risk assessment.

Safety Notes

The major risk with using ladders is falling either from overreaching or the ladder slipping. If the work cannot be performed safely then alternate means should be considered such as mobile or fixed scaffolding, trestles or elevating work platforms %cherry pickers+. A step ladder should never be walked by the person standing on the ladder. Wooden ladders should never be painted as this will prevent visual inspections to detect deterioration or defects.

| Sequence | Potential Hazards or Risks of Each Step. | RB | Control Measures- Actions to be Taken | RA | Responsible officer |
|--|--|-----------|--|-----------|---------------------|
| NOTE: RB = Risk Rating before controls implemented - RA = Risk Rating after controls are implemented. | | | | | |
| Risk assessment | Incorrect ladder selection. Damaged ladders. Lack of training. | 2M | The ladder will: <ul style="list-style-type: none"> be used only for its designed purpose have a load rating of not less than 120kg and be industrial rated. have been regularly inspected and maintained. be fitted with rubber (or similar non-slip material) feet to prevent slipping. | 1L | |
| Risk assessment - Continued | Personal injury: Electric shock Manual handling . sprains and strains Incorrect ladder selection. Damaged ladders. Lack of training. | 3H | All workers must be trained in the safe use and maintenance of ladders. If used for electrical work the ladder must be non-conducting. (ie Made out of timber without wire reinforcement, or with the wire reinforcement recessed and insulated or reinforced plastics, but NOT aluminium or any metal.) Long ladders and heavy ladders should only be handled by two persons. | 1L | |
| Planning | Personal injury: Slips and falls Poor risk assessment. Incorrect ladders selection. | 2m | Ladders should only be used to gain access to an area or for work where a person's body can remain safely centred on the ladder. Conduct a risk assessment to identify and control any associated hazards. Examples: Ladders being hit or workers walking under while work is being performed and overhead power lines. Ladders should not obstruct access to other work areas. | 1L | |

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| Preparation | Personal injury: Slips and falls Ladders moving. Ladders falling. Personal injuries. | 3H | Ladders must be erected on a firm and stable surface. Wet grass with soft soil beneath it, or a makeshift support under one side is not acceptable. Ladders must be secured against movement at or near its top or bottom. Example . Being held, tied or clamped to a stable surface. Stepladders should only be used in the fully open position. | 2M | |
| Pre-Start Checks | Personal injury: Slips and falls Ladders falling. | 3H | For extension ladders - have they been erected at an angle between 70° and 80°? (ie- For every metre in height, the ladder should extend out from the vertical surface at the base by about 250 mm..) If being used to gain access do they extend at least 1 metre above a surface being accessed? (Something to hold onto while stepping from or onto.) | 2M | |
| Ascending and descending | Slips and falls. | 3H | Check that the soles of your shoes are free of slippery items such as mud. Always face the ladder when ascending or descending. Do not stand higher than the tread or rung indicated as the highest standing level. | 2M | |

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| Doing - General | Slips and falls. | 3H | <p>While working from the ladder you must have three points of substantial contact with the ladder or a stable object. Example, standing on the ladder with two feet while holding a fascia board or timber stud</p> <p>If you need two hands to work you must have some other means of fall prevention: Examples: a pole strap or the use of a fall-arrest harness system. (If a harness system is used it should not be attached to the ladder. Some examples would include static lines.)</p> | 2M | |
| Working From | Slips and falls. | 2M | <p>Do not carry anything while ascending or descending the ladder. (Example . use a tool pouch and rope to haul tools up and down while you are stationary.)</p> <p>The trunk of the body must remain centred on the ladder. Equipment can only be used with one hand (unless a control to prevent a fall is used. (See above).</p> | 1L | |

References:

Worksafe Victoria / PREVENTION OF FALLS - WORKING ON ROOFS
WorkCover New South Wales - SAFE WORKING AT HEIGHTS GUIDE 2006
Tasmanian Housing Industry Code of Practice – Managing the Risk of Falling in Housing Construction . May 2000