

SAFE WORK INSTRUCTION

STEP-PLATFORM LADDER

PERSONAL PROTECTIVE EQUIPMENT



Rings and jewellery must not be worn.

POTENTIAL RISKS

- ❗ Falling from the ladder.
- ❗ Rings, jewellery and clothing snagging on the ladder.
- ❗ Ladder toppling or falling over.
- ❗ People walking into the ladder.
- ❗ Dropping objects from height.

DON'Ts

- ✗ Do not use faulty equipment. Immediately report suspect ladders to your supervisor.
- ✗ Do not exceed the safe working load.
- ✗ Do not attempt to use the step-platform ladder while on an incline or sloping surface, or on soft or unstable ground.
- ✗ Do not use metal step-platforms near electricity.
- ✗ Never over-reach the platform - get down and reposition the unit.

PRE-OPERATIONAL SAFETY CHECKS

- ✓ Step-platform ladders are suitable for extended duration light work.
- ✓ Try not to work alone.
- ✓ Ensure you have been shown how to safely use the ladder.
- ✓ Conduct a pre-use check to make sure the ladder is safe to use. Look for broken or missing parts, and make sure the braces and guard rails work.
- ✓ Wear suitable footwear. Avoid high heels or slip on shoes/jandals.

OPERATIONAL SAFETY CHECKS

- ✓ Watch out for pedestrians and be cautious of doors. Lock them if possible.
- ✓ Make sure the braces lock the legs open when you erect the ladder.
- ✓ Always face the steps and use both hands when climbing up or coming down.
- ✓ If the ladder has a top gate, close it when you are on the platform.
- ✓ Do not climb the guard rails. Your feet should remain on the platform at all times.

ENDING OPERATIONS AND CLEANING UP

- ✓ Check the ladder has not been damaged.
- ✓ Stow it in an area where it will not be a hazard.

This Safe Work Instruction does not necessarily cover all possible hazards associated with this equipment and should be used in conjunction with other references. It is designed as a guide to be used to compliment training and as a reminder to users prior to equipment use

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