



# **LADDER INSPECTION GUIDANCE**



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# LADDER USER GUIDE

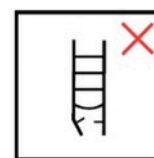
1. Please heed all safety precautions as falling from ladders can lead to serious injury or even death.



2. Identify any electrical hazards in the work area to prevent potential risks associated with electricity



3. Before each use, visually check the ladder to ensure it is undamaged and safe. Under no circumstances should you use a damaged ladder.



4. Check Maximum load allowed (SWL) ladder.



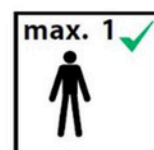
5. Do not use the ladder on uneven or soft ground.



6. Avoid placing excessive weight on one side of the ladder, and refrain from overreaching.



7. Check the allowed maximum number of users at a time.



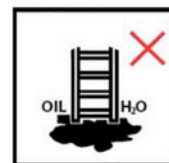
8. 8H Avoid standing on the top 2 steps/rungs of a free-standing ladder unless it is equipped with a platform, handrail, and knee rail



9. Before using the ladder, ensure that locking devices are fully secured



10. Do not use the ladder if it is contaminated. E.g with wet paint, mud, oil, water or snow(SWL).



11. The part of the ladder with this sign is at or above the maximum height for standing



12. Avoid carrying equipment that is difficult to handle while using the ladder.



13. Do not use the ladder as a bridge.



14. Only use the ladder with restraint devices correctly engaged.



15. Always ensure that you maintain three points of contact when using a ladder.



16. When using a ladder, ensure that the 2 rungs are positioned higher than the landing surface.



17. Open the ladder fully before use.



**18.** Ensure you never place the ladder on contaminated ground.



**19.** Free-standing ladders should not be used as leaning ladders.



**20.** Free-standing ladders should not be used as leaning ladders.



**21.** Ensure that the ladder is suitable for the task.



**22.** When positioning the ladder, it is crucial to consider the risk of collision with pedestrians, vehicles, or doors.



**23.** Do not use the ladder if it is contaminated. E.g with wet paint, mud, oil, water or snow(SWL).



**24.** The part of the ladder with this sign is at or above the maximum height for standing.

**25.** Avoid carrying equipment that is difficult to handle while using the ladder.

**26.** Take precautions to prevent children from playing on the ladder.



## Care Instructions and Maintenance Manual

Repairs and maintenance shall be carried out by a competent person and be in accordance with the producer's instructions. A competent person is somebody who has the skills to carry out repairs or maintenance. Ladders should be stored according to manufacturers' guidelines. For spare parts, please contact the distributor.

### List of Items to be inspected:

- The stiles/legs are not bent, bowed, twisted, dented, corroded or rotten.
- The stiles/legs around the fixing points for other components are in good condition.
- The fixings (rivets, screws or bolts) are not missing, loose or corroded.
- The rungs/steps are not missing, loose, excessively worn, corroded or damaged.
- The hinges between the front and rear sections are not damaged, loose or corroded.
- The horizontal locking arms, back rails, and corner braces are not missing, bent, loose, corroded, or damaged.
- The rung hooks are not missing, damaged, loose, or corroded and engage properly with the rungs.
- The guide brackets are not missing, damaged, loose or corroded and engage properly on the mating stile.
- The ladder feet/end caps are not missing, loose, excessively worn, damaged or corroded.
- The entire ladder is free from contaminants (e.g. dirt, mud, paint, oil or grease).
- The Locking catches are not damaged or corroded and function correctly.
- The Platform (If fitted) has no missing parts or fixings and is not damaged or corroded



***Any questions?***

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