

## Safe Work Procedure

### Extension Ladder Inspection

Facility:	Written By:	Approved By:	Date Created	Date of Last Revision:

<b>Hazards Present:</b>	<b>PPE or Devices Required:</b>	<b>Additional Training Required:</b>
Pinch Points Falls Trips, Slips electrical shocks	Eye Protection Steel Toed Boots Hi Visibility Vest Spotter Support for ladder	

<b>Safe Work Procedure:</b>
<ol style="list-style-type: none"> <li>1 Inspect before each use</li> <li>2 Make sure all rivets and joints, nuts and bolts are tight and rung are secure</li> <li>3 Ladder extension locks and feet function and if necessary lubricate</li> <li>4 Rope properly affixed and in good condition</li> <li>5 Never climb a damaged, bent or broken ladder</li> <li>6 Ensure the ladder is clean, free from wet paint, mud, snow, oil and any other slippery materials</li> <li>7 Never make temporary repairs of damaged or missing parts</li> <li>8 All working parts must be in good working condition</li> </ol>

***If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure***

**REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR**

<b>Guidance Documents/Standards:</b>  MB Workplace Safety & Health Act & Regulations: 6 PPE 13.8 Ladders 13.11 Portable Ladders 13.14 Extension Ladders CSA Standard CAN3-Z11-M81 (R2005)	This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years  Reviewed By Worker Rep/WSH Committee:  Date:
--	--