LADDER SAFETY

YOUR GUIDE TO WORKPLACE SAFETY

DEXTERS®
WAREHOUSE EQUIPMENT

WHEN IS IT
APPROPRIATE TO USE A LADDER?

Safety has to be top priority in a work environment, especially when this work environment is in a warehouse. The use of a ladder can further increase the safety in your work environment by making order picking safer and simpler. With the use of warehouse ladders you can have easy, quick and safe access to needed materials, equipment and stock. There are many types & styles of ladders in the market today so deciding which one works best for your work environment is key to making sure you remain safe.

Although ladders are readily available in the market, knowing when it is appropriate to use one is key to your safety. Ladders are so commonly used that they are often taken for granted in the workplace. And unfortunately ladder-related workplace incidents are common because workers frequently fail to apply standard hazard management disciplines and take appropriate safety precautions.

A ladder should only be used as a means of access or for minor routine work. Ladders are not designed to be used as work platforms; if the task requires extended activity at height, an elevated work platform or scaffolding should be used. Never use a ladder horizontally as a work platform – it's not designed for it.

LEGAL REQUIREMENT
FOR LADDERS

In addition to the standard requirement of HSE Act 1992 to "take all practicable steps to prevent harm", there are a number of AS/NZS standards for various types of ladders; each standard details the requirements of a particular type of ladder. Here are some relevant standards:

- **AS/NZS 1892.1:1996** Portable ladders- Metal
- **AS/NZS 1892.2:1996** Portable ladders- Timber
- **AS/NZS 1892.3:1996** Portable ladders- Reinforced plastic
- **NZS 5233:1986** Specification for portable ladders (other than timber)
- **NZS 3609:1978** Specification for timber ladders

Want to know more about AS/NZS 1892.1:1996?
Contact us today for more information

> WORKERS FREQUENTLY FAIL TO APPLY STANDARD HAZARD MANAGEMENT DISCIPLINES AND TAKE APPROPRIATE SAFETY PRECAUTIONS

WHAT ARE
MY LADDER OPTIONS?

Step Ladder

You can use them in any sudden situation without needing support from a wall etc.

Extension Ladder

Extension ladders are specifically used by people to reach higher heights and therefore need extra support.

Telescopic Ladder

Telescopic Ladders retract and extract to reach as high as an extension ladder, yet can be stored in a small closet.

Platform Ladder

Gives a large safe work platform – much safer and user-friendly when working for longer periods or handling bulky items

Order picking ladder

Order Picking Ladders are designed for safe, easy and efficient use around the warehouse or workplace.

CHOOSING THE
RIGHT LADDER FOR THE JOB

1

Select the Proper Style

Various ladders types are designed to keep you safe and productive when climbing or standing but choosing the wrong kind or ignoring the recommendations can result in a fall or serious injury.

Dexters NZ offer specialty type ladders including Platform, Order Picking & Telescopic Ladders.

2

Select the Proper Height

To ensure you choose the ladder best suited to your needs. Extension ladders should be longer than the highest support or contact point, which may be the wall or roof line. This will allow enough length for proper setup.

The highest standing level is three rungs down from the top. The highest permitted

3

Select Performance Rating

Ladders are designed to safely hold up a specific amount of weight. Most ladders come with a weight rating which is defined as the maximum safe load capacity of the ladder.

A person fully clothed weight plus the weight of any tools & materials must be less than the weight rating.

4

Select the Right Material

The final step in selecting the right ladder is the choice of the proper material. Each material has characteristics which make it best for certain applications or one material may simply fit the personal preferences of the user.

HOW DO YOU
USE A LADDER SAFELY?

- Keep three points of contact on the ladder at all times – two hands and one foot, or two feet and one hand while climbing, and two feet and one hand when working. If you must use two hands when working, then use another part of the body as the third point of contact to brace against the ladder or adjacent structure.
- Never over-reach sideways – keep your belt buckle between the ladder uprights. Climb down and move the ladder regularly to avoid over-reaching.
- Never have tools or other items resting on the steps or hanging from the rungs.
- Never carry heavy or unstable items up the ladder. Carry tools in a tool belt. Raise or lower larger tools or materials using a hand line.
- Never climb higher than the third step from the top of a straight ladder.
- If the ladder encroaches onto a passage, roadway or walkway, place cones or barriers around the base to avoid inadvertent impact that could cause the climber to fall.
- If you are looking up when working make sure you take regular breaks.
- If a ladder is damaged in any way, remove it from service and have it inspected and repaired

SETTING UP
YOUR LADDER

- Place the ladder on firm, level ground
- Use a ladder with slip-resistant feet and ask someone to hold it steady. If that's not possible, then steady the ladder feet with sandbags or nail a solid piece of wood into the ground so that the ladder feet rest against this for support.
- Straight ladders should be one metre out at the base for every four metres of height. Stepladders should be fully opened and both stay bars locked in place.
- Ensure the ladder extends one metre above the landing place and is at least four metres clear of power lines.
- If possible, tie a straight ladder to something stable as close to where it rests on the wall as possible to prevent movement.
- If a step ladder is extended for use as a single ladder, always ensure the locking clips are securely in place so the hinge doesn't bend inadvertently at the joint.

SOURCE

CHECKING
YOUR LADDER

Make sure the ladder is right for the job and never use a damaged ladder. Check the following key safety points:

- **Rails** Check for bends, splits, cracks, or other defects.
- **Step Rungs** Check for bends, splits, cracks, or other defects.
- **Top** Check for bends, splits, cracks, or other defects.
- **Step / Rung Braces** Check for bends, splits, cracks, or other defects.
- **Locks** Check locks and spreaders for functionality.
- **Guides** Check guides for functionality
- **Hardware Items** Check top irons, hinges, etc. for functionality.
- **Metal Components** Check for excessive rust and corrosion.
- **Rivets** Check integrity of all heads and crimps.
- **Nuts / Bolts** Check to insure nuts are intact and are not stripped.
- **Crimps** Check for looseness, cracking, or other problem conditions.
- **Welds** Check welds for cracks and/or damage.
- **Ladder Levels** Check condition for proper operation.
- **Hooks** Check condition for proper operation.

QUESTIONS
TO ASK WHEN BUYING A LADDER

Is the ladder you are considering rated appropriately for the intended use?

Does the ladder comply to safety standards AS/NZS1892:1996?

Does the ladder have stainless steel rivets to stop rusting?

Is the ladder braced firmly and securely for safety?

Is the side stay on the internal of the ladder legs?

Are the feet hard-wearing?

What added features or optional accessories are available for this ladder?

Does the platform ladder have a handrail available in front and full surround?

If you are doing electrical work, does the ladder have fibreglass stiles?

For more information on ladder safety go to
www.worksafe.govt.nz