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- bottom from slipping out but is unlikely to stop the top slipping sideways.
5. If tying in is impractical, use a reliable work mate to foot the ladder all the time that someone is using them.
6. A ladder which is being tied in at the top should have someone footing it while it is being secured.

CONSTRUCTION SITES

On construction sites, the Construction (Health, Safety and Welfare) Regulations 1996 place duties on the users of ladders, according to what the ladders are used for

- 1. In all cases, the use of ladders is only allowed if it is reasonable having regard to work, duration and risks.
2. When used as access to a place of work from an area which is not place of work, ladders over 3m when in use should be sufficiently secured to prevent slipping and falling.
3. When used for access from one place of work to another place of work, ladders should be sufficiently secured to prevent slipping and falling.
4. When used as a place of work, ladders over 3m when in use should be sufficiently secured to prevent slipping and falling.
5. You must always wear a safety helmet (EN397 or BS5240) on a construction site.

USING THE LADDER

- 1. Wear your protective equipment, including your safety helmet.

- 2. Take care when carrying the ladder that the end does not swing out of control and injure someone or cause damage.
3. When climbing up or down use both hands on the stiles or on the rungs. Do not try to carry tools or equipment: use a toolbelt, pouch or shoulder bag.
4. Always face the ladder when working: do not twist around to work facing away from the ladder.
5. When working, you must always keep one hand and both feet firmly on the ladder and work with the other hand.
6. Do not overreach sideways. You should climb down and move the ladder.
7. Whenever you move the ladder you should check that it is set to the correct angle: one out for four up.
8. Do not climb higher than the fourth rung from the top, or the ladder may become unstable.
9. Always climb down properly one rung at a time: never slide or jump.
10. If the ladder is to remain in position when unattended, for example overnight, then you should make it secure to prevent unauthorised use.
11. If the ladder is to remain in position for long periods, inspect it for safety and damage each time you come to use it, and at least once a week.
12. If your ladder is faulty or appears to be damaged, do not attempt to repair it.
13. You may want to read this leaflet again. Please keep it until you finish work.

Please keep this leaflet safely. It may be required for further information



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Ladder

There are rules and procedures in force that may require the person responsible for this equipment to carry out a specific risk assessment. This leaflet is not a substitute for a properly executed risk assessment.



- 1. Plan your work and think ahead to make sure you will always be working safely.
2. This ladder is designed to be used only as a leaning ladder, at the correct angle of "one out for four up".
3. Work at height should only be done by people who have the necessary knowledge, skill and resources to do the job safely.
4. This ladder can cause injury or damage if it slips or if you fall. It can also cause injury or damage while it is being moved or erected.
5. If you have not used a ladder of this type or size before, familiarize yourself with erecting, adjusting and securing it before you start work.
6. You must have at least the following items of personal protective equipment: Safety helmet (EN397 or B55240); Safety boots (EN345 or BS1870/4972) or strong shoes with soles that will not slip; Sensible clothing.
7. The ladder must not be used by minors, or by anyone under the influence of drugs or alcohol.
8. The ladder is designed for use by an able bodied adult. Anyone with either temporary or permanent disability must seek expert advice before using it.

WORK AREA AND CONDITIONS

- 1. Make sure that the area is clear and safe and that no one is near to you or could distract you.
2. Prevent other people or vehicles from colliding with the ladder. Warn others to keep away: put up warning signs or barriers around your work area.
3. Check all of your work area for any overhead electric cables: you must keep well away from them.
4. Check for overhead obstructions high up where you will place the top of your ladder.
5. If the chute is to be fixed to a scaffold, the scaffold erector must be told in advance that a rubbish chute is to be used in order that provision can be made for it.

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- 1. The ladder will be more secure and much safer if it is secured against movement. This may be essential in some situations or for some tasks.
2. There are regulations relating to some uses of ladders: see the section headed "Construction sites".
3. Ideally the ladder should be tied or strapped to the stiles.
4. Alternatively, ropes tied one to each stile about five rungs high, then carried across and tied to the structure, can help stop the ladder from slipping.
5. The bottom of the ladder can be tied to stakes driven into the ground. This can prevent the ladder from slipping.

- 1. Lay the ladder flat with the base at the spot where you are going to climb.
2. Lift the other end above your head and walk towards the base, raising the ladder by moving your hands from rung to rung until the ladder is upright.
3. Rest the top of the ladder against the surface and move the base out to give the correct angle of one out for four up.
4. Take the ladder down by following these instructions in reverse order.

- 1. Erect the ladder on firm level dry ground whenever possible. Do not use it on slippery surfaces.
2. Do not position your ladder up against any structure that is not strong enough to support it, for example guttering.
3. Work at height should only be done by people who have the necessary knowledge, skill and resources to do the job safely.
4. This ladder can cause injury or damage if it slips or if you fall. It can also cause injury or damage while it is being moved or erected.
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