

This risk assessment relates only to the *generic* features of a common activity; it does not cover those *specific* to a location or group. It therefore must not be used without completing the local review, making additions as necessary to take account of local circumstances. However, such a local review need not be timeconsuming. Use the box at the bottom to create the local review, or add extra pages as necessary. **SEE ACCOMPANYING SAFETY NOTES**

ACTIVITY ASSESSED	ASSESSOR	ASSESSMENT DATE
7. USE OF LADDERS	STEPHEN BOLSOVER	11 th May 2016
HAZARD	RISK LEVEL	PRECAUTIONS
potential for harm		to remove hazard or reduce risk level. One precaution may tackle several hazards.
Falls due to ladder set on uneven ground or at the wrong angle	H	Ladders to be placed on firm level ground at an angle of about 75° to the horizontal. The stiles (ladder sides) must stand firmly on a level support, eg. a stout board, if ground is soft or uneven. (Reference: Safe Use of Ladders, Step Ladders and Trestles, Guidance GS31, HSE Books 01787 881165, £2.50).
Falls due to ladder not being secured	H	Ladders over 5m high must <i>either</i> have the top secured to the wall or tree <i>or</i> if this is not possible then the base must be secured eg. staked to the ground. Shorter ladders should be similarly secured at the discretion of the team leader. Alternatively, shorter ladders may be secured by a second person who “foots” the ladder: this means that the second person faces the ladder with a hand on each stile and one foot on bottom rung.
Carrying tools or materials up or down the ladder and injuries from these falling	H	Tools/materials to be hoisted using rope and/or tool belt. Both hands must be free when climbing. Mark/ cordon off area to stop people approaching or post a lookout at ground level to keep other workers and members of the public away. Minimise and secure tools/materials kept above ground level.
Overreaching or unbalanced ladder	H	Ladder to extend at least 1.05m above the highest rung to be stood on unless there is a secure handhold to give equivalent support. Place ladder facing the work. Do not lean over or load the side of the ladder.
High winds or vehicle impact	H	Do not use in high winds. Site ladder to avoid vehicle impact and if necessary cordon off.
Defective ladder	H	Check correct length for the job and all rungs/both stiles in sound condition - no splits, damage or loose connections - do not use if not. Never let any rung take any load except weight of person on ladder, eg. don't use to support a walkboard.
Electrical shock: contact with overhead power lines	H	Inspect site each time ladder is used to prevent it, person or tools/materials in use from coming close, eg. under 3m, to power lines.
Electrical shock from local equipment	H	Place and use ladders and tools to prevent contact with electrical equipment on site and damage to its supply cables.
RISKS AND PRECAUTIONS SPECIFIC TO THE SITE OR DAY		
ASSESSOR		
ASSESSMENT DATE		
APPLICABLE DATES		
(This is likely either to be one specific day, or “until further notice”).)		

Risk level: L = Low, M = Medium, H = High

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RESTRICTIONS Do not use in high winds. Do not use if not long enough for the job (ladder to extend 1.05m above rung being used). Do not use if unsound. Do not use where there is a possibility of touching power lines. Use wooden ladders for electrical work. Do not lean out from, or side load, the ladder.		
PREVENTATIVE MEASURES Ladders to be placed on firm level ground at angle of 75° to the horizontal and facing the work. Ladders must be located and protected from vehicle impact. The top of the ladder to be secured if possible and if not practical then the base to be secured. If neither can be done a second person must face the ladder with a hand on each stile and one foot on bottom rung. A ladder must be similarly 'footed' whilst it is being secured at the top. Footing is unsuitable for ladders over 5m. Both hands must be free while climbing. Tools and materials must be hoisted using a rope or in a tool belt. Tools and materials must be secured while up ladders. The area underneath must be either be marked to prevent people approaching, or a lookout must be posted at ground level to keep other workers and members of the public away.		
PERSONAL PROTECTIVE EQUIPMENT Hard hats for persons up ladder and people on ground to be provided if specified by risk assessment for the specific job. Rope for hauling tools and materials to be provided. Tool belts to be used if necessary.		
TRAINING Instruction in location, securing and use of ladders satisfied by the compulsory reading of this safety plan.		
MONITORING All ladders to be checked before each use and at least annually; they must be removed or repaired if not sound and scrapped if satisfactory repair not possible. Check that ladder rests on the bottom of its stiles and that nothing other than the weight of the person using it is supported by the rungs. Ensure ladder does not contact electrical equipment on site or damage electrical supply cables.		
INFORMATION Safe Use of Ladders, Step Ladders and Trestles, Guidance GS31, HSE Books 01787 881165, £2.50		

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