

# Risk assessment checklist

## for ladder safety

Before choosing any piece of equipment for working at heights, you must assess the risks. If you are thinking of using a ladder, evaluate all hazards associated with the environment, the equipment, and the task. Then, you'll know if a ladder is the right tool for the job.

Work task and location: \_\_\_\_\_

**Legend:**

 Low risk — appropriate       Moderate risk — proceed with caution       High risk — do not use

**Instructions:** Consider each of the following questions before taking into account the associated risk level.

If you identify one of the following items as high risk, do not use a ladder. If you identify a moderate risk, consider another type of equipment, such as a work platform, scaffold, or stairway for working at a height.

Before choosing a ladder, ask yourself the following:	Yes?	No?
1 Will more than one worker be climbing the ladder for access?		
2 Will a worker or workers be carrying unrestrained tools or materials up the ladder or to the work location?		
3 Does the work task on the ladder require handling heavy loads or unstable objects?		
4 Can the worker maintain three points of contact on the ladder at all times?		
5 Does the work location require a fall protection system?		

If a ladder is the right tool for the job, confirm the following before you use it:	Yes?	No?
6 Have workers received the information, instruction, and training necessary to use the ladder safely?		
7 Are the ladder manufacturer's labels legible?		
8 Is the manufactured ladder Grade I, IA, or IAA for use in construction?		
9 Is the ladder designed to meet the acceptable CSA, ANSI, or WorkSafeBC Standard?		
10 Has the ladder been inspected before use on each shift?		
11 Has the ladder been set up and placed correctly?		

Supervisor name: \_\_\_\_\_ Signature: \_\_\_\_\_

Employer: \_\_\_\_\_ Date: \_\_\_\_\_

## Make sure you've met your legal requirements

### 1 Will more than one worker be climbing the ladder for access?

OHSR 20.4(1) Suitable ladders, work platforms and scaffolds must be provided for and used by a worker for activities requiring positioning at elevations above a floor or grade.

OHSR 20.5(5) A stairway must be provided to each floor level before construction of the next floor or deck surface is undertaken.

### 2 Will a worker or workers be carrying tools or materials up the ladder or to the work location?

OHSR 13.6(2) A worker must not carry up or down a ladder, heavy or bulky objects.

### 3 Does the work task on the ladder require handling heavy loads or unstable objects?

OHSR 13.6(1) If work cannot be done from a ladder without hazard to a worker, a work platform must be provided.

### 4 Can the worker maintain three-point contact on the ladder at all times?

OHSR 13.2(1)(a) A ladder must meet and be used in accordance with the applicable CSA or ANSI Standard. (Referenced in G20.4(1), G11.2(5)-3 and G13.2(1).)

### 5 Does the work location require a fall protection system?

OHSR 11.2(1) Fall protection must be from where a fall of 3 m (10 ft) or more may occur, or if the fall less than 3 m (10 ft) involves a risk of injury greater than the risk of injury from the impact on a flat surface.

### 6 Have workers received the information, instruction, and training necessary to use ladders safely?

WCA 115 Every employer must provide workers the information, instruction, training and supervision necessary to ensure the health and safety of those workers in carrying out their work.

### 7 Are the ladder manufacturer's labels legible?

OHSR 13.4 A manufactured ladder must be marked for the grade and the use for which the ladder is constructed.

### 8 Is the ladder Grade I, IA, or IAA for use in construction?

OHSR G13.4 Only a "heavy duty" ladder that is Grade 1/Type 1 (or higher) will typically be needed for the types of work activities undertaken on construction sites.

### 9 Is the ladder designed to meet the acceptable CSA or ANSI Standard?

OHSR 13.2 A ladder must be designed to the applicable CSA or ANSI standard or another standard acceptable to the Board.

### 10 Has the ladder been inspected before use on each shift?

OHSR 13.3 A ladder must be inspected before use on each shift.

### 11 Has the ladder been set up and placed correctly?

OHSR 13.5(1) A ladder must be placed on a firm, level surface and sufficient length to enable the safe performance of the work activity.

OHSR 13.5(2) A portable non-self-supporting ladder must be positioned so that the ladder is leaning against the vertical plane of support at an approximate angle of 75° (4:1) when measured from the horizontal plane of support.

OHSR 13.5(2) An access ladder must project approximately 1 m (3 ft) above the upper landing, and be secured in place.