



HBACA Builder Safety Committee

Ladder Safety Awareness Initiative

November 2021

Initiative & Stand Down Kit

The HBACA is excited to announce that November is Ladder Safety Awareness Month. All Builders are asked to join us in our Ladder Safety Awareness Stand Down the week of November 15, 2021. In addition, feel free to break out the training topics throughout the month.

Distribution Network

HBACA members field employees and at the discretion of each builder and their trade partners. Builders are encouraged to distribute these accordingly and organize brief safety meetings/discussion sessions throughout their communities.

Elements of the Kit:

Tool Box Talk #1 – Safe Use of Extension Ladders

Learn more about reducing falls in construction: Workers who use extension ladders risk permanent injury or death from falls and electrocutions.

Tool Box Talk #2 – Safe Use of Step Ladders

Learn more about reducing falls in construction. Workers who use ladders in construction risk permanent injury or death from falls and electrocutions.

Tool Box Talk #3 – Falling Off Ladders Can Kill

Falls are the leading cause of death in construction and every year falls from ladders make up nearly a third of those deaths.



Home Builders Association of Central Arizona

Learn more at www.hbaca.org

Reducing Falls in Construction: Safe Use of Extension Ladders

Workers who use extension ladders risk permanent injury or death from falls and electrocutions. These hazards can be eliminated or substantially reduced by following good safety practices. This fact sheet examines some of the hazards workers may encounter while working on **extension ladders** and explains what employers and workers can do to reduce injuries. OSHA's requirements for extension ladders are in Subpart X—Stairways and Ladders of OSHA's Construction standards.

What is an Extension Ladder?

Also known as "portable ladders," extension ladders usually have two sections that operate in brackets or guides allowing for adjustable lengths. (See Figure 1, below.) Because extension ladders are not self-supporting they require a stable structure that can withstand the intended load.

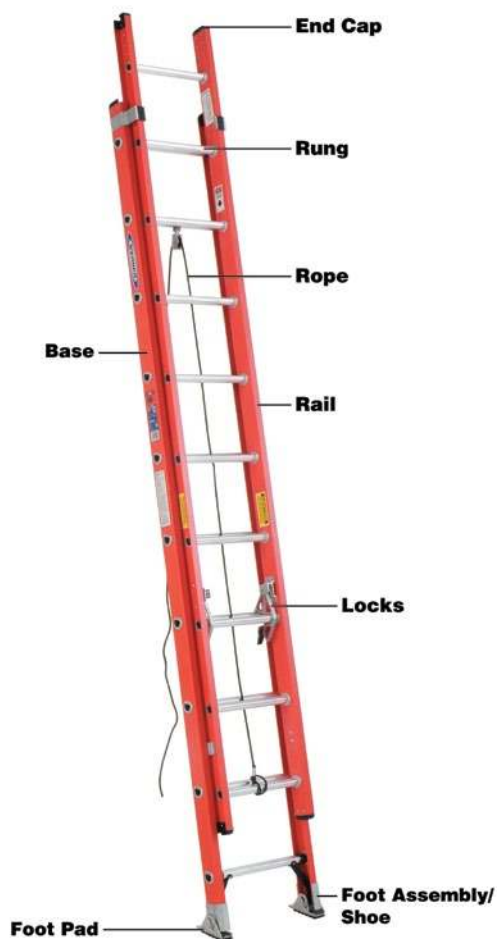


Figure 1: Extension Ladder

PLAN Ahead to Get the Job Done Safely.

- Use a ladder that can sustain at least four times the maximum intended load, except that each extra-heavy duty type 1A metal or plastic ladder shall sustain at least 3.3 times the maximum intended load. Also acceptable are ladders that meet the requirements set forth in Appendix A of Subpart X. Follow the manufacturer's instructions and labels on the ladder. To determine the correct ladder, consider your weight plus the weight of your load. Do not exceed the load rating and always include the weight of all tools, materials and equipment.
- A competent person must visually inspect all extension ladders before use for any defects such as: missing rungs, bolts, cleats, screws and loose components. Where a ladder has these or other defects, it must be immediately marked as defective or tagged with "Do Not Use" or similar language.
- Allow sufficient room to step off the ladder safely. Keep the area around the bottom and the top of the ladder clear of equipment, materials and tools. If access is obstructed, secure the top of the ladder to a rigid support that will not deflect, and add a grasping device to allow workers safe access.
- Set the ladder at the proper angle. When a ladder is leaned against a wall, the bottom of the ladder should be one-quarter of the ladder's working length away from the wall. For access to an elevated work surface, extend the top of the ladder three feet above that surface or secure the ladder at its top.
- Before starting work, survey the area for potential hazards, such as energized overhead power lines. Ladders shall have

nonconductive side rails if they are used where the worker or the ladder could contact exposed energized electrical equipment. Keep all ladders and other tools at least 10 feet away from any power lines.

- Set the base of the ladder so that the bottom sits securely and so both side rails are evenly supported. The ladder rails should be square to the structure against which it is leaning with both footpads placed securely on a stable and level surface.
- Secure the ladder's dogs or pawls before climbing.
- When using a ladder in a high-activity area, secure it to prevent movement and use a barrier to redirect workers and equipment. If the ladder is placed in front of a door, always block off the door.



Figure 2: Ladder extending three feet above the landing area.

PROVIDE the Right Extension Ladder for the Job with the Proper Load Capacity.

Select a ladder based on the expected load capacity (duty rating), the type of work to be done and the correct height. There are five categories of ladder duty ratings.

Type	Duty Rating	Use	Load
IAA*	Special Duty	Rugged	375 lbs.
I	Heavy Duty	Industrial	250 lbs.
III	Light Duty	Household	200 lbs.

Source for Types IA, I, II, III: Subpart X—Stairways and Ladders, Appendix A (American National Standards Institute (ANSI)) 14.1, 14.2, 14.5 (1982) of OSHA's Construction standards. Source for Type IAA: ANSI 14.1, 14.2, 14.5 (2009), which are non-mandatory guidelines.

TRAIN Workers to Use Extension Ladders Safely.

Employers must train each worker to recognize and minimize ladder-related hazards.

Safe Ladder Use—DO:

- Maintain a 3-point contact (two hands and a foot, or two feet and a hand) when climbing/ descending a ladder.
- Face the ladder when climbing up or descending.
- Keep the body inside the side rails.
- Use extra care when getting on or off the ladder at the top or bottom. Avoid tipping the ladder over sideways or causing the ladder base to slide out.
- Carry tools in a tool belt or raise tools up using a hand line. Never carry tools in your hands while climbing up/down a ladder.
- Extend the top of the ladder three feet above the landing. (See Figure 2.)
- Keep ladders free of any slippery materials.

Safe Ladder Use—DO NOT:

- Place a ladder on boxes, barrels, or unstable bases.
- Use a ladder on soft ground or unstable footing.
- Exceed the ladder's maximum load rating.
- Tie two ladders together to make them longer.
- Ignore nearby overhead power lines.
- Move or shift a ladder with a person or equipment on the ladder.
- Lean out beyond the ladder's side rails.
- Use an extension ladder horizontally like a platform.

OSHA standard: 29 CFR 1926 Subpart X—Stairways and Ladders

American National Standards Institute standard: ANSI A14.1, A14.2, A14.5—Ladder Safety Requirements
(Not an OSHA standard, included to be used as guidance to meet OSHA's requirements)

Employers using extension ladders must follow the ladder requirements set forth in 29 CFR 1926 Subpart X. Per Appendix A to Subpart X of Part 1926—Ladders, ladders designed in accordance with the following ANSI standards will be considered in accordance with 29 CFR 1926.1053(a)(1): ANSI A14.1-1982—American National Standard for Ladders—Portable Wood—Safety Requirements, ANSI A14.2-1982—American National Standard for Ladders—Portable Metal—Safety Requirements, and ANSI A14.5-1982—American National Standard for Ladders—Portable Reinforced Plastic—Safety Requirements.

State plan guidance: States with OSHA-approved state plans may have additional requirements for avoiding falls from ladders. For more information on these requirements, please visit: www.osha.gov/dcsp/osp/statesstandards.html.

Most OSHA offices have compliance assistance specialists to help employers and workers comply with OSHA standards. For details call 1-800-321-OSHA (6742) or visit: www.osha.gov/hm/RAmap.html.

This is one in a series of informational fact sheets highlighting OSHA programs, policies or standards. It does not impose any new compliance requirements. For a comprehensive list of compliance requirements of OSHA standards or regulations, refer to Title 29 of the Code of Federal Regulations. This information will be made available to sensory-impaired individuals upon request. The voice phone is (202) 693-1999; teletypewriter (TTY) number: (877) 889-5627.

For assistance, contact us. We can help. It's confidential.



U.S. Department of Labor
www.osha.gov (800) 321-OSHA (6742)

Reducing Falls in Construction: Safe Use of Stepladders

Workers who use ladders in construction risk permanent injury or death from falls and electrocutions. These hazards can be eliminated or substantially reduced by following good safety practices. This fact sheet examines some of the hazards workers may encounter while working on **stepladders** and explains what employers and workers can do to reduce injuries. OSHA's requirements for stepladders are in Subpart X—Stairways and Ladders of OSHA's Construction standards.

What is a Stepladder?

A **stepladder** is a portable, self-supporting, A-frame ladder. It has two front side rails and two rear side rails. Generally, there are steps mounted between the front side rails and bracing between the rear side rails. (See Figure 1, below.)

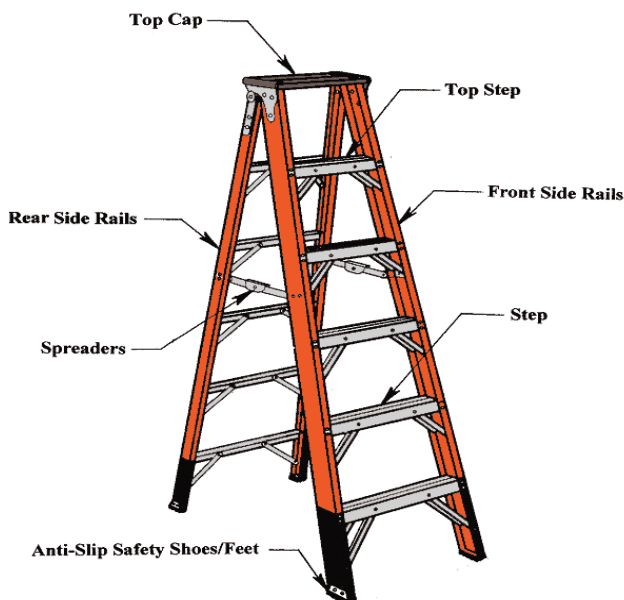


Figure 1: Stepladder

PLAN Ahead to Get the Job Done Safely.

A competent person must visually inspect stepladders for visible defects on a periodic basis and after any occurrence that could affect their safe use. Defects include, but are not limited to:

- Structural damage, split/bent side rails, broken or missing rungs/steps/cleats and missing or damaged safety devices.

- Grease, dirt or other contaminants that could cause slips or falls.
- Paint or stickers (except warning or safety labels) that could hide possible defects.

PROVIDE the Right Stepladder for the Job with the Proper Load Capacity.

- Use a ladder that can sustain at least four times the maximum intended load, except that each extra-heavy duty type 1A metal or plastic ladder shall sustain at least 3.3 times the maximum intended load. Also acceptable are ladders that meet the requirements set forth in Appendix A of Subpart X. Follow the manufacturer's instructions and labels on the ladder. To determine the correct ladder, consider your weight plus the weight of your load. Do not exceed the load rating and always include the weight of all tools, materials and equipment.

Type	Duty Rating	Use	Load
1AA	Special Duty	Rugged	375 lbs.
1	Heavy Duty	Industrial	250 lbs.
III	Light Duty	Household	200 lbs.

Source for Types IA, I, II, III: Subpart X—Stairways and Ladders, Appendix A (American National Standards Institute (ANSI) 14.1, 14.2, 14.5 (1982)) of OSHA's Construction standards. Source for Type IAA: ANSI 14.1, 14.2, 14.5 (2009), which are non-mandatory guidelines.

TRAIN Workers to Use Stepladders Safely.

Employers must train each worker to recognize and minimize ladder-related hazards.



Common Stepladder Hazards

- Damaged stepladder
- Ladders on slippery or unstable surface
- Unlocked ladder spreaders
- Standing on the top step or top cap
- Loading ladder beyond rated load
- Ladders in high-traffic location
- Reaching outside ladder side rails
- Ladders in close proximity to electrical wiring/equipment

Safe Stepladder Use—DO:

Read and follow all the manufacturer's instructions and labels on the ladder.

- Look for overhead power lines before handling or climbing a ladder.
- Maintain a 3-point contact (two hands and a foot, or two feet and a hand) when climbing/descending a ladder.
- Stay near the middle of the ladder and face the ladder while climbing up/down.
- Use a barricade to keep traffic away from the ladder.

- Keep ladders free of any slippery materials.
- Only put ladders on a stable and level surface that is not slippery.

Safe Stepladder Use—DO NOT:

- Use ladders for a purpose other than that for which they were designed. For example, do not use a folded stepladder as a single ladder.
- Use a stepladder with spreaders unlocked.
- Use the top step or cap as a step.
- Place a ladder on boxes, barrels or other unstable bases.
- Move or shift a ladder with a person or equipment on the ladder.
- Use cross bracing on the rear of stepladders for climbing.
- Paint a ladder with opaque coatings.
- Use a damaged ladder.
- Leave tools/materials/equipment on stepladder.
- Use a stepladder horizontally like a platform.
- Use a metal stepladder near power lines or electrical equipment.

How to Contact OSHA

Under the Occupational Safety and Health Act of 1970, employers are responsible for providing safe and healthful workplaces for their employees. OSHA's role is to help ensure these conditions for America's workers by setting and enforcing standards, and providing training, education, and assistance. For more information, visit www.osha.gov or call OSHA at 1-800-321-OSHA (6742), TTY 1-877-889-5627.

Additional Resources

OSHA standard: 29 CFR 1926 Subpart X – Ladders

American National Standards Institute standard: ANSI A3.1 – Portable Ladder Safety Requirements
This ANSI standard is intended to be used as a guide to OSHA standards.

OSHA eTool: Stepladder Safety
This eTool provides information on OSHA's 29 CFR 1926 Subpart X – Ladders standard. It includes information on the standard's requirements, a checklist, and a list of OSHA eTools that can be used to help employers comply with the standard.

State plan guidance:

[www.osha.gov/
dcsp/osp/statesstandards.html](http://www.osha.gov/dcsp/osp/statesstandards.html)

www.osha.gov/

www.osha.gov/contactus/bystate

This is one in a series of informational fact sheets highlighting OSHA programs, policies or standards. It does not impose any new compliance requirements. For a comprehensive list of compliance requirements of OSHA standards or regulations, refer to Title 29 of the Code of Federal Regulations. This information will be made available to sensory-impaired individuals upon request. The voice phone is (202) 693-1999; teletypewriter (TTY) number: (877) 889-5627.



U.S. Department of Labor



DOC FS-3662 05/2013

Falling Off Ladders Can Kill: Use Them Safely

Las caídas desde
escaleras pueden
ser mortales:
Úselas de forma
segura



www.osha.gov/stopfalls

OSHA 3625-04R 2018

Falls from ladders, scaffolds and roofs can be prevented

Las caídas desde escaleras, andamios y techos pueden prevenirse



Introduction

Falls are the leading cause of death in construction and every year falls from ladders make up nearly a third of those deaths. These deaths are preventable. Falls from ladders can be prevented and lives can be saved by following the safe work practices described in this booklet.

For more information about how to prevent fatal falls, visit: www.osha.gov/stopfalls.

For more information about OSHA's standard on ladders in construction, see 29 CFR 1926.1053.

Introducción

Las caídas son la causa principal de la muerte en la construcción y cada año las caídas desde escaleras representan casi un tercio de esas muertes. Estas muertes pueden evitarse. Las caídas desde escaleras pueden evitarse y vidas pueden salvarse siguiendo las prácticas laborales seguras descritas en este folleto.

Para obtener más información sobre cómo prevenir caídas mortales, visite www.osha.gov/stopfalls.

Para obtener más información sobre la norma de la OSHA sobre escaleras de mano en la construcción, véase 29 CFR 1926.1053.

When Should You Use a Ladder?

When you want to reach a higher work area, think about the best equipment to use.

While a ladder or stepladder is commonly used, it may not always be the best option. Ask yourself these questions before deciding on a ladder:

- Will I have to hold heavy items while on the ladder?
- Is the elevated area high enough that it would require a long ladder that can be unstable?
- Will I be working from this height for a long time?
- Do I have to stand on the ladder sideways in order to do this work?

If your answer is yes to one of the above questions, consider using something other than a ladder. If possible, bring in other equipment like a scissor lift. If you have to use a ladder, use one that has a working platform with handrail barricades on the sides (e.g., a platform stepladder).

Whenever you use a ladder or a stepladder, take note of the safety advice in this guide.

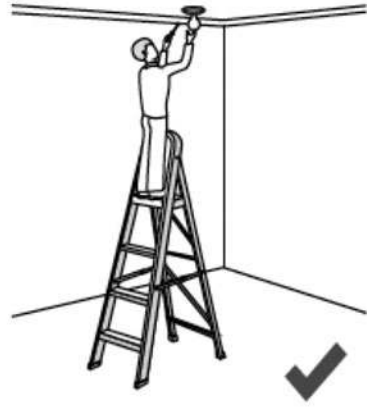
¿Cuándo se debe utilizar una escalera?

Cuando quiere llegar a un área de trabajo más alta, piense en el mejor equipo para usar. Mientras que una escalera o una escalera de tijera se usa en general, no siempre puede ser la mejor opción. Hágase las siguientes preguntas antes de decidir sobre una escalera:

- ¿Tendré que agarrar cosas pesadas mientras estoy en la escalera?
- ¿Es el área elevada lo suficientemente alta que se requeriría una escalera alta que pueda ser inestable?
- ¿Estaré trabajando desde esta altura por mucho tiempo?
- ¿Tengo que estar parado de costado en la escalera para hacer este trabajo?

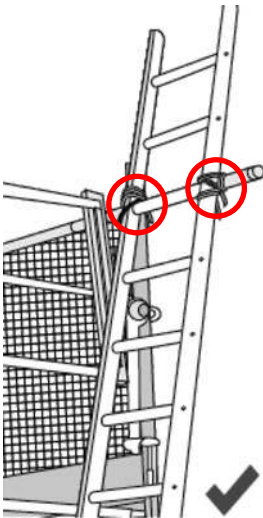
Si su respuesta es afirmativa a una de las preguntas anteriores, considere el uso de algo distinto de una escalera. Si es posible, traiga otro equipo como un elevador de tijera. Si tiene que usar una escalera, use una con una plataforma adecuada que tiene pasamanos (por ejemplo, una escalera de plataforma).

Cada vez que usa una escalera o escalera de tijera, tome en cuenta los consejos de seguridad en esta guía.



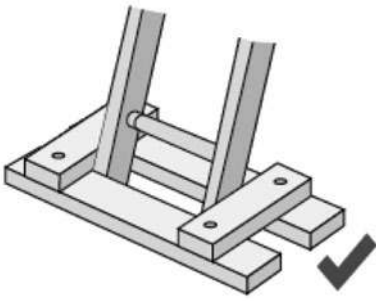
Use the right ladder for the job. For example, ensure the ladder is high enough for you to reach your work area without having to stand on the top rung.

Use la escalera correcta para el trabajo. Por ejemplo, asegúrese de que la escalera sea lo suficientemente alta para que pueda llegar al área de trabajo sin tener que estar parado en el peldaño superior.



When using ladders to access another level, secure and extend the ladder at least 3 feet above the landing point to provide a safe handhold.

Cuando use escaleras para acceder a otro nivel, asegure y extienda la escalera a por lo menos 3 pies (1 metro) sobre el descanso para dar un agarre seguro.

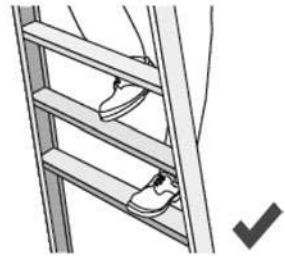


The base of the ladder should be secured.

La base de la escalera debe estar asegurada.

Wear proper footwear (e.g., non-slip flat shoes).

Use un calzado apropiado (por ejemplo, zapatos antideslizantes sin tacón).

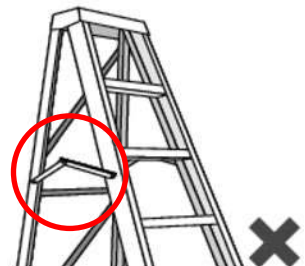


Place the ladder on stable and level ground. DO NOT place it on an uneven surface.

Coloque la escalera sobre una superficie estable y nivelada. NO la coloque sobre una superficie desnivelada.

Ensure that the ladder is fully extended before starting work.

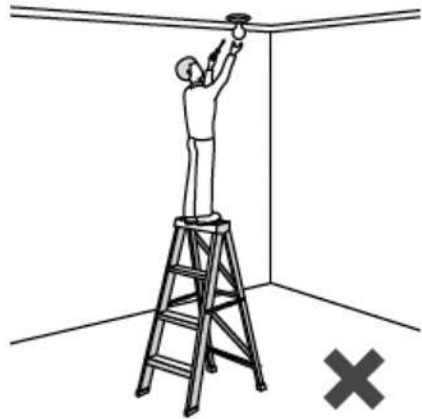
Asegúrese de que la escalera esté completamente extendida antes de empezar el trabajo.





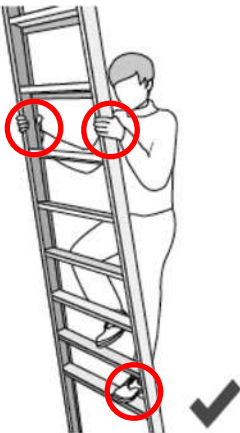
Prevent passersby from walking under or near ladders in use by using barriers (e.g., cones) or getting your coworker to act as a lookout.

Prevenga que transeúntes caminen debajo de o cerca de escaleras con el uso de barreras (por ejemplo, conos) o llamando a un compañero de trabajo para vigilar.



Do not work on the top rung of the ladder.

No trabaje en el peldaño superior de la escalera.



Maintain three points of contact with the ladder at all times.

Mantega tres puntos de contacto con la escalera en todo momento.



Do not carry any tools or materials in your hands when climbing a ladder.

No lleve en la mano herramientas o materiales al subir la escalera.

Do not lean away from the ladder to carry out your task. Always keep your weight centered between the side rails.

No se incline lejos de la escalera para hacer su trabajo. Siempre mantenga su peso centrado entre las barandas laterales.



Do not use ladders near doorways. If you need to use a ladder near a doorway, make sure that the door is locked.

No use escaleras cerca de puertas. Si necesita usar una escalera cerca de una, asegúrese de que la puerta esté cerrada con llave.

Check, Maintain and Store Ladders Well

Before using a ladder, **check** it carefully to ensure there are no visible defects and that it is in good working condition. Check the ladder according to the manufacturer's instructions.

Maintain and **store** the ladder according to the manufacturer's instructions.

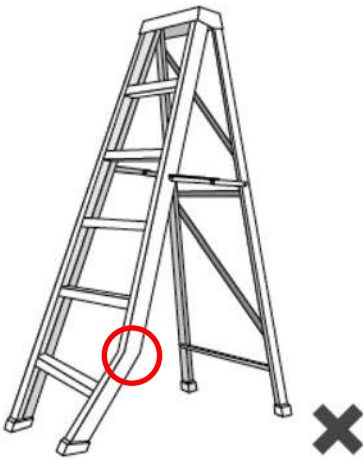
Revise, mantenga y almacene las escaleras bien

Antes de usar una escalera, **exámínela** cuidadosamente para asegurarse de que no haya defectos visibles y que esté en buenas condiciones. Revise la escalera de acuerdo a las instrucciones del fabricante.

Mantenga y almacene la escalera de acuerdo a las instrucciones del fabricante.

Do not use faulty ladders such as these:

No use escaleras defectuosas como estas:

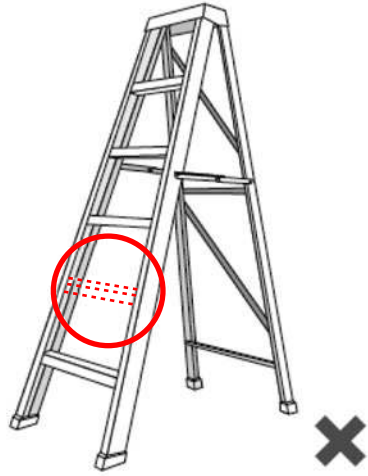


Do not use the ladder if it is bent.

No use la escalera si está doblada.

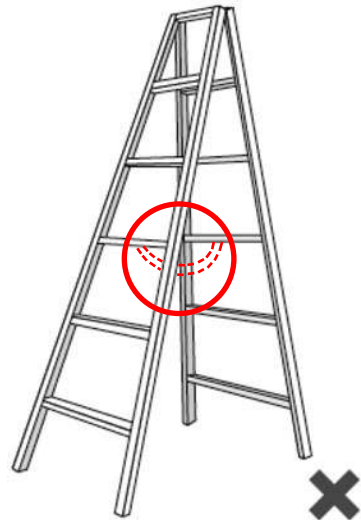
Do not use the ladder if it is missing a step.

No use la escalera si le falta un peldaño.



Do not use the ladder if the spreader bars do not have a locking device or mechanism.

No use la escalera si las barras de tensión no tienen un dispositivo de bloqueo o mecanismo.



**PLAN.
PLANIFIQUE.**

**PROVIDE.
PROPORCIONE.**

**TRAIN.
ADIESTRE.**

**Three simple steps to preventing falls.
Tres pasos sencillos para prevenir caídas.**



**U.S. Department of Labor
Departamento de Trabajo
de los EE. UU.**

**For more information:
Para más información:**

**OSHA[®] Occupational Safety
and Health Administration
Administración de Seguridad
y Salud Ocupacional**

www.osha.gov (800) 321-OSHA (6742)