



Head Office: -  
 1, Merlin Business Park, Fair Oak Close,  
 Clyst Honiton, Exeter, Devon. EX5 2UL  
 Tel: (01392) 444200 Fax: (01392) 444201  
[www.electrical-testing.co.uk](http://www.electrical-testing.co.uk)

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 No: 4342678 Registered Office: as above



**SMS**

390 PINHOE ROAD EXETER EX4 8EF

**SAFETY MANAGEMENT SERVICES**

Tel: 01392 670258. Fax: 01392203080. Mob. 07721 784525

***RISK ASSESSMENT / METHOD STATEMENT***

**CONTRACT:** \_\_\_\_\_

**SITE:** \_\_\_\_\_

**OPERATION**

**USE OF LADDERS**

**HAZARDS**

1. Falls from ladders.
2. Ladders collapsing.

**RISKS**

1. Serious injury.

**PERSONS AT RISK**

1. Persons working off ladder.
2. Persons in close vicinity.

**HAZARD POTENTIAL**

MAJOR

**RISK POTENTIAL**

HIGH

**RISK LEVEL = HAZARD POTENTIAL x RISK POTENTIAL**

HIGH

**CONTROLS**

1. Working from ladders is, under the Working At Height Regulations of 2006, a last resort. Ladders are to be used for access and not a work base. Each and every operation must be carefully risk assessed with various points being considered when carrying out the assessment. The regulations do not ban the use of ladders *per se* but do state that they must only be used for short duration works only as a last resort.

*Consider all of the following:*

- a. The work only requires one hand to be used,
- b. The work can be reached without stretching,
- c. The ladder can be fixed to prevent slipping
- d. A good hand hold is available.

*All of the above must be applied and also consider the below risks also associated with ladder usage:*

- 1 Can the work be carried out safely by working off some other more secure platform, podium, light weight aluminium tower, independent scaffold, scissor lift telehandler etc.

**P.T.O.**

***Specialist Electrical Testers.***

**Risk Assessment / Method Statement USE OF LADDERS cont:**

2. Is the access point capable of allowing the securing of the ladder, either at the base or at the top?
3. Is someone required to foot the ladder in the approved manner?
4. Is the ground safe to erect a ladder on?
5. Are there any overhead obstructions?
6. Are two or more persons required to place and remove the ladder?

*Condition of the ladder:*

- 1 Before taking a ladder into use check that it is and all its working parts in the case of an extending ladder are in good working order. If not satisfied it is in perfect condition refuse to use it. Company owned ladders should have a unique reference number clearly marked on them and a written in house system of inspection and recording of all inspections. This should be maintained at intervals suitable to the regularity of their use. Ladders reported as defective should be made inaccessible and where possible repaired. Where repair is not an option they should be made unusable and secured or destroyed. A record to this affect should be made in the register.
- 2 Only Class 1, heavy industrial duty, or Class 2, light trade, ladders will be permitted to be used on a building site or for commercial use.
- 3 Ladders will be set on a firm level base, at an angle of 75° (1 unit out to every 4 units up.), secured at the top where practicable lashing both stiles, or if not possible 'footed' in the approved manner otherwise lashed at the bottom and, in the use of long ladders, prevented from sagging and swaying.
- 4 Where providing access to a step off point they must extend 1.07m (5 rungs) above that point and must not rest against surfaces that can move or are fragile.
- 5 Ladders will not be misused.
- 6 Only one person to be on a ladder at any one time.
- 7 Both hands to be free when ascending or descending a ladder.
- 8 Heavy tools, plant or other equipment or waste or new materials **must not be** carried either ascending or descending a ladder.
7. ***Tools requiring two hands to operate must not be used from a ladder.***
8. Operatives, working from a ladder, must not over reach or jump the ladder to reposition it.
9. Ladders will only be erected of firm and level ground and ***not off scaffolds, tower scaffolds or trestles etc.***

**Review of Risk Level following application of this Method Statement:**

**Medium.**

**P.T.O.**

**Risk Assessment / Method Statement USE OF LADDERS cont:**

1	2	3	4
Written By: Peter Nordqvist.	Person accepting responsibility and authorised to make any changes they may decide relevant.	Date amended by person in Col. 2	Date written 140109

**PERSON IN CHARGE TO ENSURE THAT A COPY OF THIS DOCUMENT HAS BEEN PROVIDED TO THE OPERATIVES**

PERSON IN CHARGE PRINT NAME	SIGNED	DATE

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PRINT NAME	SIGNED OPERATIVE	DATE