



SWP - 17

Protective Equipment		Stages Action - Brief description of what to do in the right order	Hazards Applicable to each stage	Key Points How to do it - identify equipment, safety, quality and performance requirements	Protective Equipment Required
2	 PROTECTIVE CLOTHING MUST BE WORN	MAINTENANCE CHECKS BEFORE USE		Check the hinges and hinge spreaders are not loose, hinge spreaders are not bent and stop on hinge spreader is not broken, there are no loose or broken steps and that the ladder is not wobbly. Ladders should only be used to gain access or when doing simple operations. Mobile platforms or scaffolding must be used for lengthy or heavy work. Note: Any faults, connect "Out of Service Tag" and report it to Supervisor.	2 3 11 12
3	 FOOT PROTECTION MUST BE WORN	USING STEP LADDERS	STRAINS SLIPPING ABRASIONS CUTS FALLING	Conduct Stop & Think Pre Work Check list. Warm body by performing warm up and stretching exercises. When using for prolonged time periods, or awkward positions have frequent rest breaks or rotate workers. Check work area for a flat and firm base for the ladder to be erected upon. Ensure the step ladder legs are fully spread and stable. When working at maximum height, have feet on third step from the top, keep feet well spaced and brace legs against the ladder. If ladder exceeds 2 metres in length, another worker is to secure ladder. Keep watch for any dangers such as members of the public or rail /road traffic approaching the area. Climb ladder and complete required work/repairs. Metal ladders should not be used for electrical work where there is a possibility of the ladder making contact with live electrical parts. Note: In the event of a defect connect "Out of Service Tag" and report to Supervisor.	2 3 11 12
11	 REFLECTIVE VEST MUST BE WORN				
12	 SUN PROTECTION MUST BE WORN				
		AFTER USE CARE		Pick up waste material and dispose. Fold up ladder and secure on vehicle racks.	2 3 11 12