Section 11. Ladder/Orchard Ladder Safety, Orchard Ladder Checklist in English and Spanish

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11.1 Ladder Use
The use of a ladder is common to many activities at the TFREC. Some of these jobs might include changing light bulbs and other maintenance functions or work in the orchards such as pruning, harvesting, trap placement, sample removal, etc. In all instances, the improper use of a ladder can lead to serious injury or death, so it is in the best interest of employees that these guidelines be followed.

As a part of the general safety orientation given by each supervisor, all employees whose duties are likely to involve the use of a ladder will receive training on the proper use of ladders.

11.2 Ladder Inspection
- Ladders must be checked for defects before use and thoroughly inspected periodically.
- Ladders shall be inspected immediately in the following situations:
  - If a ladder tips over, inspect for side rail dents, bends or excessively dented rungs; check all rung-to-side-rail connections; check hardware connections; check rivets for shear.
  - If a ladder is exposed to excessive heat, inspect visually for damage and test for deflection and strength characteristics. If you are unsure about the ladder’s condition, seek help from the manufacturer.

11.3 Ladder Maintenance
- Ladders must be maintained in good condition at all times. Joints between steps and side rails must be tight. All hardware and fittings must be securely attached, and the moveable parts must operate freely without binding or with too much play.
- Defective ladders must be withdrawn from service for repair or destruction and tagged as “Dangerous—Do not use.”
• Ladders with broken or missing steps, rungs, or cleats, broken side rails, or other faulty equipment must not be used; improvised repairs must not be made.
• Ladders must be handled with care. Avoid unnecessary dropping, jarring, or misuse.

11.4 Ladder Storage
Ladder storage must:
• Protect the ladder when not in use
• Provide sufficient support to prevent excessive sagging
• Provide ease of access or inspection.
• Prevent danger of accidents when withdrawing a ladder for use

All ladders used at TFREC must be ANSI or OSHA approved

11.5 Ladder Training
How you (the supervisor or employer) must instruct employees to use ladders.
• At the beginning of employment, you must provide employees with orientation and training on the proper use of ladders, including how to set a ladder and properly dismount with a full load.
• To prevent ladder upset, you must instruct employees to avoid overreaching while standing on the ladder.
• You must instruct employees that, before climbing ladders, rungs, shoes, and boots must be clean of substances that would make them hazardous.
• Employees must not climb up or down ladders while carrying tools or materials that interfere with the free use of both hands.
• Ladders must not be placed on boxes, barrels, or other unstable bases to obtain additional height.
• Stepladders must not be used as single ladders.

11.6 Construction/Industrial use of Ladders
• When portable ladders are used for access to an upper landing surface, the ladder side rails shall extend at least 3 feet (0.9 m) above the upper landing surface to which the ladder is used to gain access; or, when such an extension is not possible because of the ladder’s length, the ladder shall be secured at its top to a rigid support that will not deflect, and a grasping device, such as a grab rail, shall be provided to assist employees in mounting and dismounting the ladder.
• In no case shall the extension be such that ladder deflection, by itself, under a load would cause the ladder to slip off its support.
• Ladders shall be maintained free of oil, grease, and other slipping hazards.
• Ladders shall not be loaded beyond the maximum intended load for which they were built or beyond their manufacturer’s rated capacity.

• Non self-supporting ladders shall be used at an angle such that the horizontal distance from the top support to the foot of the ladder is approximately one-quarter of the working length of the ladder (the distance along the ladder between the foot and the top support).

• Ladders shall be used only on stable and level surfaces unless secured to prevent accidental displacement.

• Ladders shall not be moved, shifted, or extended while occupied.

• Ladders shall have nonconductive side rails if they are used where the employee or the ladder could contact exposed energized electrical equipment.

• The top or top step of a stepladder shall not be used as a step.

11.7 **Orchard Ladder Use**

• Orchard ladders longer than sixteen feet are prohibited.

• Employers must instruct employees not to stand on the top two steps (the top cap and the next step down) of orchard ladders.

• Employers must instruct employees not to step off the ladder onto branches of trees except onto the main crotch.

• Do not use orchard ladders on concrete/asphalt surfaces.

• Employees using an orchard ladder must complete and sign the orchard ladder safety checklist.
11.8 Safety Training Checklist (English)

ORCHARD LADDER SAFETY TRAINING

Employee’s name ____________________________ Date ____________________________

Employer ________________________________ Trainer ____________________________

General

___ Inspect before use for physical defects.

___ Always set the “leg” uphill.

___ When dismounting the ladder, do it one step at a time.

___ Do not use the last two steps of the ladder.

___ Do not step off the ladder onto a tree branch.

___ Do not overreach for the fruit; move the ladder.

___ Ladders are not to be painted except for numbering purposes.

___ Do not use ladders for skids, braces, workbenches or any purpose other than climbing.

___ Only one person is allowed on a ladder at a time.

___ Always keep both feet on the ladder rungs. Do not step laterally from a ladder onto another object.

___ Do not jump from a ladder when descending.

___ All joints between steps, rungs and side rails shall be tight.

___ Safety feet (anti-skid devices) shall be in good working order and in place.

___ Rungs shall be free of grease and/or oil.
11.9 Safety Training Checklist (Spanish)

REGLAS DE SEGURIDAD
PARA TRABAJAR CON LA ESCALERA

Nombre de Empleado __________________ Dia-Mes-Ano __________________

Employer __________________ Trainer __________________

General
___ Inspeccionar antes de usar la para defectos físicos.
___ Siempre acomóde la pata de la escalera a la cuesta arriba.
___ Cuando desmonte de la escalera hagalo escalon por escalon.
___ No use los ultimos dos escalones de arriba.
___ No pisar de la escalera hacia una rama del arbol.
___ No sobreencimarse para alcanzar la fruta, mueva la escalera.
___ Las escaleras no deben de ser pintadas excepto por numerarlas.
___ No use la escalera para rebalarse, como banca, o ninguna otra intención que no sea para
escalar.
___ Sepermite solamente una persona en la escalera a la vez.
___ Mantenga siempre los dos pies en el travesaño de la escalera. No escalar lateralmente de la
escalera hacia otro objeto.
___ No debe brincar de la escalera cuando este descendiendo.
___ Todas las collunturas entre los escalonos y trabesaños deben de estar apretados.
___ Los antiderrapantes de los pies de la escalera deben de estar en buen orden para trabajar y en
su lugar.
___ Los atravesaños de la escalera no deben tener grasa ni aceite.