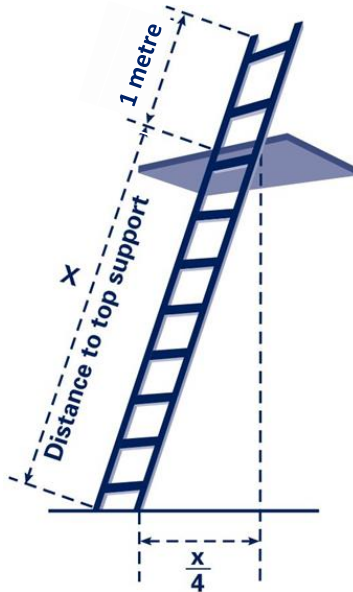


Extension Ladder Selection

- Select a ladder that is the proper length to reach the working height and inspect it before use. The ladder must be long enough to be set up at a safe angle and extend one metre beyond the top landing.
- Do not use metal or wood ladders near live power lines.
- Use fiberglass ladders when working around electrical conductors.

Set Up

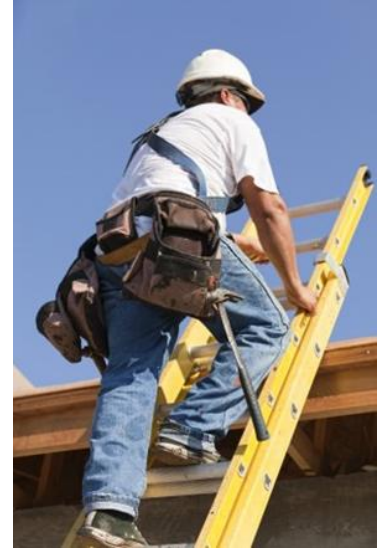
- Set the ladder on firm ground. Do not use on ice, snow, or slippery surfaces without non-skid devices or securing footing.
- Set the ladder up at a safe angle. Position the base one foot back for every four feet up, depending on length.
- Extend the ladder one metre above the roof line and tie the top at support points.
- Secure the base when raising.
- Protect the base of the ladder from any activity that could bang it.
- Do not overextend the ladder section. Maintain the minimum overlap of sections (1 metre).
- Securely engage ladder locks before climbing.



Safe Climbing and Use

- Do not place the ladder in front of doorways or on movable surfaces.
 - If the ladder must be used in a case where it will be blocking a doorway or pathway ensure barricades and signage are put into place before use.

- Face the ladder and maintain 3-point contact when climbing up or down. Ensure boots are free of mud, snow, or other substances before climbing.
- Do not carry tools, equipment, or materials in your hands while climbing.
- Keep your body centered between the side rails.
- Do not overreach or stand on the third rung from the top or higher.
- If possible, use extension ladders only for access and not as work platforms.
- Do not use the ladder in high winds.
- Keep the areas at the top and bottom of the ladder clear of debris, materials, and other obstructions.
- Ensure an emergency response plan is put into place before use in case of falls from the ladder.



Inspection Checklist

- Is there missing or damage to load ratings and safety labels?
- Are any parts broken, cracked, or splintered?
- Are there any defects in the side rails, rungs, or other parts?
- Are there makeshift repairs on the ladder?
- Are there any worn, damaged, or unworkable extension ladder locks, pulleys, or other fittings?
- Is the ladder twisted, warped, or bowed?
- Has the ladder been painted over with anything other than a transparent coating?

If the answer is yes to any of the above, the ladder should be tagged and taken out of service.

Legislation

For more information please refer to sections 16-5, 16-6, & 16-7 of the *Saskatchewan Occupational Health and Safety Regulations, 2020*.