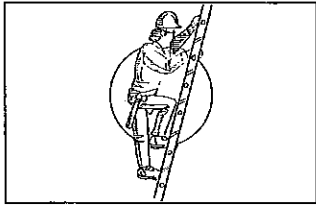


KELLER'S CONSTRUCTION TOOLBOX TALKS



Ladders & Stairways — An Overview

Overview Of Topic

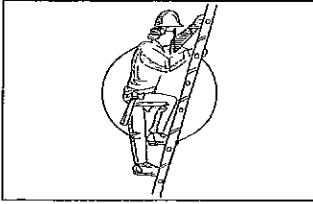
Falls rank second only to motor vehicle accidents as the chief cause of death on the job. According to OSHA estimates, falls from ladders and stairs account for 24,000 injuries and 36 deaths per year. Why are workers injured?

<p>People get hurt using ladders because...</p>	<ul style="list-style-type: none"> • They fell or slipped • They weren't shown how to inspect ladders • They had wet, greasy, or oily shoes • The ladder was poorly maintained 	<ul style="list-style-type: none"> • They were holding object(s) with one or both hands • They used boxes or chairs instead of ladders • They were not provided written instructions on the safe use of ladders
<p>People get hurt using stairs because...</p>	<ul style="list-style-type: none"> • They fell or slipped • They tripped over objects on steps • They were not holding the handrail • The stair treads were loose 	<ul style="list-style-type: none"> • They were holding object(s) with one or both hands • The handrails were missing • The stairway was poorly maintained

Because of the many hazards involved with ladders, OSHA developed these Subpart X regulations to protect workers:

Regulation:	What does the regulation cover?
<p>29 CFR 1926.1050 Stairways and Ladders-Scope, application, and definitions applicable to Subpart X</p>	<p>Scope, application, and definitions.</p>
<p>29 CFR 1926.1051 Stairways and Ladders- General Requirements</p>	<p>When a stairway or ladder must be provided and the requirement for fall protection systems according to Subpart X.</p>
<p>29 CFR 1926.1052 Stairways</p>	<p>Design and installation of stairways (including stairrail, handrail, midrail, screen, mesh, intermediate vertical member, toprail, and stairway landing design specifications), and foot traffic prohibitions.</p>

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Ladders & Stairways — An Overview

Regulation:	What does the regulation cover?
29 CFR 1926.1053 Ladders	Design of fixed and portable ladders (including technical specifications for ladder load capacity; rungs; cleats; steps; siderails; wood ladder coatings; minimum perpendicular clearance between the center line of fixed ladder rungs, cleats, and steps and any obstruction on the climbing side; step-across distance from the centerline of the steps or rungs to the nearest edge of the landing area; clear width to the nearest permanent object on each side of the centerline of the ladder; cages; wells; ladder safety devices; rest platforms; multiple ladder sections; and mountings of ladder safety devices), and requirements applying to the use of all ladders.

There are two types of ladders, fixed and portable, which may be made of a variety of materials. There are two types of stairways, regular and spiral.

Employee Training

An effective training program for ladders and stairs might include training on recognition of hazards related to ladders and stairways and ways to minimize hazards, proper construction, use, placement, & care in handling stairways & ladders, the maximum load capacity of your stairways and ladders, and OSHA regulations for ladders.

Training Tips

While training use actual ladders and stairs in use on your work-site to demonstrate points.

Where To Go For More Information

OSHA regulations 29 CFR 1910.25, .26, and .27

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Making A Safe Climb — *Your guide to ladder and stairway safety*

Tragedies like fatal falls can happen even from a ten-foot ladder or a normal staircase. But you can prevent falls that could prevent injuries or death by choosing ladders carefully, inspecting ladders and stairways, using them properly, and keeping them in good shape.

Ladders are fixed (cannot be moved) or portable (movable). When choosing a portable ladder, consider type (step ladder, straight, or extension ladders), length (convenient height without reaching), strength (base your choice on weight and stress the ladder has to bear), and material (wood is nonconductive, heavy, hard to move, and rots; metal is light, weather-resistant, but conducts electricity; and fiberglass is light, long-lasting, nonconductive, and has good traction). In addition, inspect ladders before using them. Also, all ladders should be thoroughly



inspected at least once per year. Don't use damaged ladders. Instead, label the damage, and then repair or destroy the ladder as appropriate. When inspecting, look for loose, broken, or missing rungs, steps, cleats or siderails; missing safety feet, frayed ropes, and other defective parts; oil, grease, or other slippery substances on rungs; skid-resistant features on rungs or steps of metal ladders; operational movable parts; and ample oil on metal bearings. For stairway inspections, look for loose or missing treads/stairs/handrails and clutter.

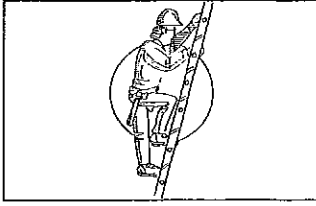
Do NOT use other means to reach higher places (i.e., chairs, benches, or boxes). If the job calls for a ladder, take the time to find one. Use ladders safely as follows:

- *Placement*—Don't place ladder in horizontal position. Place ladder away from doors.
- *Footing support*—Place ladder on sure footing (not boxes or blocks), securing when possible. Place ladder so that for every four feet up, the ladder's base is one foot out.
- *Top support*—Top of ladder is placed so rails are fully supported. Extra room is given in case of ladder shifting. Ample strength is provided for load applied to ladder. Top support point is rigid.
- *Ladder height*—Ladder siderails are at least 3 ft above the support point. Do not stand on top 2 steps of stepladder or top 4 rungs of straight ladder.
- *Ladder extension*—Raise extension ladders so upper section overlaps and rests on bottom section.
- *Electrical hazards*—Keep metal ladders away from power lines. Take precautions as you would when using a metal tool.
- *Climbing*—Face ladder. Use both hands. One person at a time on portable ladders. Make sure work shoes are clean. Hoist tools up after reaching the top. When using stairways, don't carry objects, hold the handrail, and keep a sure footing.

Keep stairs dry and clean, free of protruding nails, splinters, holes, or loose boards.

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Ladders & Stairways — An Overview Sign-Off Sheet

This sign-off sheet documents the employees who have taken part in a training session on Ladders & Stairways — An Overview at _____.

(company name)

The session covered the following:

- Recognition of hazards related to ladders and stairways and ways to minimize the hazards.
- Proper construction, use, placement, and care in handling stairways and ladders.
- OSHA regulations for ladders.

The space below is for each individual who has been trained on this topic to sign his/her names.

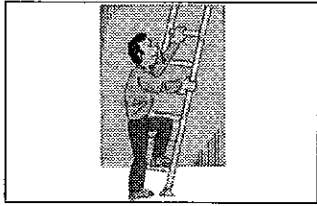
Date of Training:

Job Location:

Employee Signature

Print Name Here

KELLER'S CONSTRUCTION TOOLBOX TALKS



Ladders & Stairways—Extension Ladder Selection

Overview Of Topic

Portable ladders are very common on most construction jobsites. They're used by electricians, roofers, plumbers, and just about any trades person trying to get higher (as in elevation, that is).

Extension ladder types and duty rating

Extension ladders can be made of wood, aluminum, or fiberglass. These also come in different duty ratings. When choosing a ladder, your employees need to look at the duty rating of the ladder and their weight. Add their weight and the weight of any tools and materials that they'll have when climbing the ladder. Make sure this combined weight is less than the extension ladder's duty rating.

This duty rating identifies the conditions under which the ladder can be safely used. The duty rating system is as follows:

Type	Will support	Rated use
IAA	375lbs.	Special duty/professional
IA	300lbs.	Extra heavy duty industrial
I	250lbs.	Heavy duty industrial
II	225lbs.	Medium duty commercial
III	200lbs.	Light duty household

Extension ladder height

Select a ladder of the proper height to reach the work area. For extension ladders use the following information:

Height to top support point:	Use this extension length ladder:
9' max.	16'
9' to 13'	20'
13' to 17'	24'
13' to 17'	24'
17' to 21'	28'

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Height to top support point:	Use this extension length ladder:
21' to 25'	32'
25' to 28'	36'
28' to 31'	40'

Employee Training

According to 29 CFR 1926.1060(a) and (b): The employer shall provide a training program for each employee using ladders and stairways, as necessary. The program shall enable each employee to recognize hazards related to ladders and stairways, and shall train each employee in the procedures to be followed to minimize these hazards.

The employer shall ensure that each employee has been trained by a competent person in the following areas as applicable:

- The nature of fall hazards in the work area;
- The correct procedures for erecting, maintaining, and disassembling the fall protection systems to be used;
- The proper construction, use, placement, and care in handling of all stairways and ladders;
- The maximum intended load-carrying capacities of ladders used; and
- The standards contained in this subpart.
- Retraining shall be provided for each employee as necessary so that the employee maintains the understanding and knowledge acquired through compliance with this section.

OSHA state-plan-states: Certain states have more stringent regulations than Federal OSHA. If you operate in a state-plan-state, check with your local OSHA office to determine if there are regulations that go above and beyond Federal OSHA.

Training Tips

Discuss the common types and sizes of extension ladders your employees will be using. Talk about what your employees should do if the correct sized ladder is not available.

Where To Go For More Information

29 CFR 1926.1060(a) and (b)—Training requirements

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Ladders & Stairways—Extension Ladder Selection

Portable ladders are very common on most construction jobsites. They're used by electricians, roofers, plumbers, and just about any trades person trying to get higher (as in elevation, that is).



Ladder types and duty rating

Extension ladders can be made of wood, aluminum, or fiberglass. These also come in different duty ratings. When choosing a ladder, you need to look at the duty rating of the ladder and your weight. Add your weight and the weight of any tools and materials that you'll have when climbing the ladder. Make sure this combined weight is less than the ladder's duty rating.

This duty rating identifies the conditions under which the ladder can be safely used. The duty rating system is as follows:

Type	Will support	Rated use
IAA	375lbs.	Special duty/professional
IA	300lbs.	Extra heavy duty industrial
I	250lbs.	Heavy duty industrial
II	225lbs.	Medium duty commercial
III	200lbs.	Light duty household

Ladder height

Select a extension ladder of the proper height to reach the work area. Use the following information:

Height to top support point:	Use this extension length ladder:
9' max.	16'
9' to 13'	20'
13' to 17'	24'
13' to 17'	24'
17' to 21'	28'
21' to 25'	32'
25' to 28'	36'
28' to 31'	40'

Electricity kills!

Be aware of overhead wires and live electrical circuits. Metal extension ladders conduct electricity and can create a danger of electrocution. Wood and fiberglass ladders don't (if they're dry). It's important that you read and follow all instructions and labels that come with the ladder.

LADDERS & STAIRWAYS—EXTENSION LADDER SELECTION HANDOUT

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Ladders & Stairways—Extension Ladder Selection Sign-Off Sheet

This sign-off sheet documents the employees at this company, _____, who have taken part in a training session on Ladders & Stairways—Extension Ladder Selection. The session covered:

- Why ladder selection is so important.
- Extension ladder types and duty ratings.
- Extension ladder heights.
- The hazards of working near electrical circuits.

The space below is for employees to “sign-off” that they were in attendance.

Date of Training: _____

Job Location: _____

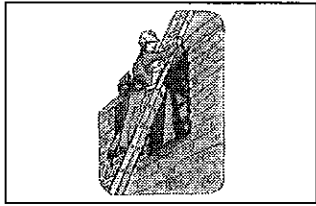
Employee Signature

Print Name Here

Supervisor's Signature

LADDERS & STAIRWAYS—EXTENSION LADDER SELECTION SIGN-OFF

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Ladders & Stairways—Ladders

Overview of Topic

Ladders are an indispensable help for construction crews. While they are uncomplicated and simple to use, you can't take ladder safety for granted. They are a major source of accidents at construction sites. They are also a source for numerous OSHA citations. In 1997, the following ladder violations were in the top 75 OSHA rules to receive citations:

- The #13 citation was—When portable ladders are used to get to upper landing surfaces, the side rails must extend at least three feet above the upper landing. If that is not possible because of the ladders length, then it must be tied-off at the top to a non-moveable rigid support, and a grab rail must be provided to help employees getting off and on. The ladder extension can never be so short that ladder deflection under a load could cause it to slip off its support (1926.1053(b)(1)).
- Citation #43 was—A stairway or ladder must be provided at all employee points of access where there is a break in elevation of 19 inches or more, and no ramp, runway, sloped embankment, or personnel hoist is provided (1926.1051(a)).
- Citation #54 was—The employer must provide a training program for each employee using ladders and stairways, as necessary. The program must enable each employee to recognize hazards related to ladders and stairways, and must train them in the procedures to be followed to minimize these hazards (1926.1060(a)).
- The #56 citation was—A portable ladder with structural defects, such as, but not limited to: broken or missing rungs, cleats, or steps; broken or split rails; or corroded or other faulty/defective components; must either be immediately marked to identify it as defective, or be tagged with "Do Not Use" or similar language and be withdrawn from service until repaired (1926.1053(b)(16)).
- And #68 was—The top or top step of a stepladder must not be used as a step (1926.1053(b)(13)).

Ladders must also be capable of supporting their load without failing and kept free of slipping hazards. The OSHA rules concentrate

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on two areas with respect to ladders—their condition and their use. The following examples of the many rules for ladders point out these two areas.

Ladder condition

To help prevent slipping, the rungs and steps of metal ladders must be treated. Treatment can include being corrugated, knurled, dimpled, or coated with skid-resistant material.

Ladders must be free of oil, grease, and other slip hazards.

Ladders must be periodically inspected by a competent person for visible defects and after any occurrence affecting their safe use.

Ladder Use

Ladders must be placed on stable and level surfaces unless tied off to prevent accidental movement.

Unless designed to do so, ladders must never be tied or fastened together to make them longer.

A ladder must not be moved, shifted, or extended while being used.

When going up or down a ladder, you must: (1) face the ladder, (2) use at least one hand to grasp the ladder, and (3) never carry objects/loads that could cause you to lose your balance and fall.

Employee Training

The OSHA regulations for ladder safety training (1926.1053) are very specific. You must teach employees to: recognize hazards related to ladders; understand the proper construction, use, placement, and care in handling ladders; know the load limit for a ladder they are using; and understand the OSHA requirements. They must also be retrained as often as necessary to maintain their understanding of ladders.

Training Tips

Using the ladders most frequently found at your jobsites, make up a safety checklist of the OSHA rules that affect these ladders. Do you use job-made ladders? Get one, or go to one, and see if it meets the OSHA requirements.

Where To Go For More Information

29 CFR 1926.1050–.1060—Stairways and ladders

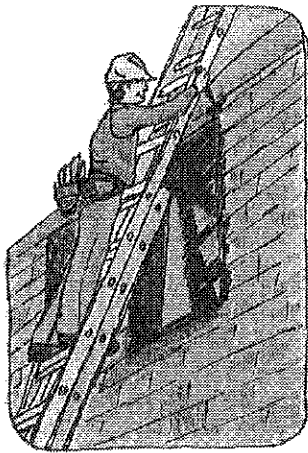
29 CFR 1926, Subpart X—Ladders and Stairways, Appendix A, ANSI Standards A14.1-A14.5 for Ladders.

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Ladder Safety

Ladders are indispensable additions to jobsites. While they are uncomplicated and simple to use, you shouldn't take ladder safety for granted. Ladder problems are easy for OSHA inspectors to spot and therefore companies receive numerous citations every year. The following OSHA rules are those that OSHA finds the most at jobsites:

- When portable ladders are used to get to an upper landing surface, the side rails must extend three feet above the upper landing. If that is not possible because of the ladders length, then it must be tied-off at the top to a non-moveable support, and a grab rail must be provided for getting off and on. The extension can never be so short that ladder deflection under a load would cause the ladder to slip off its support.
- A stairway or ladder must be provided at all worker access points where there is a break in elevation of 19 inches or more, and no ramp, runway, sloped embankment, or personnel hoist is provided.
- Your employer must provide a ladder training program. The program must ensure you can recognize hazards related to ladders, and know how to minimize these hazards.
- A portable ladder with defects such as, but not limited to broken or missing rungs, cleats, or steps; broken or split rails; corroded or other faulty or defective components, must either be immediately marked to easily identify it as defective, or be tagged with "Do Not Use" or similar language, and be withdrawn from use until repaired.
- The top or top step of a stepladder must not be used as a step.



The OSHA regulations concentrate on two areas when using ladders—their condition and their use. The following examples of the many rules for ladders point out these two areas.

Ladder condition—To help prevent slipping, rungs and steps of metal ladders must be treated. Treatment can include being corrugated, knurled, dimpled, or coated with skid-resistant material.

Ladders must be free of oil, grease, and other slip hazards.

Ladders must be inspected by a competent person for visible defects periodically, and after any occurrence affecting their safe use.

Ladder Use

Ladders must be placed on stable and level surfaces unless tied off to prevent accidental movement.

Unless designed to do so, ladders must never be tied or fastened together to make them longer.

A ladder must not be moved, shifted, or extended while being used.

When going up or down a ladder, you must: (1) face the ladder, (2) use at least one hand to grasp the ladder, and (3) never carry objects/loads that could cause you to lose your balance and fall.

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Ladders & Stairways—Ladders Sign-Off Sheet

This sign-off sheet documents the names of employees who attended this training session on Ladders & Stairways—Ladders at _____.

(company name)

The session covered:

- OSHA's ladder regulations.
- Inspecting ladder condition.
- Requirements for ladder use.

The space below is for employees to "sign-off" that they were in attendance.

Date of Training: _____

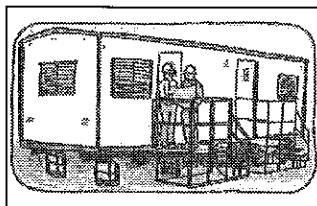
Job Location: _____

Employee Signature

Print Name Here

Supervisor's Signature

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Ladders & Stairways—Stairways

Overview of Topic

Stairways, like ladders, are a source of accidents at construction sites. They are also a source for numerous OSHA citations. In 1997, the following stairway violations were in the top 75 OSHA rules to receive citations:

- The #15 citation was—Stairways having four or more risers or rising more than 30 inches, whichever is less, must be equipped with at least one handrail and one stairrail system along each unprotected side or edge (1926.1052(c)(1)).
- Citation #43 was—A stairway or ladder must be provided at all employee points of access where there is a break in elevation of 19 inches or more, and no ramp, runway, sloped embankment, or personnel hoist is provided (1926.1051(a)).
- Citation #54 was—The employer must provide a training program, as necessary, for stairway use. The program must enable each employee to recognize hazards related to stairways, and must train them in the procedures to be followed to minimize these hazards (1926.1060(a)).
- And #72 was—Unprotected sides and edges of stairway landings must be provided with guardrail systems. Guardrail systems must meet the criteria in Subpart M—Fall protection (1926.502(b))—Guardrail systems (1926.10 (c)(12)).

The OSHA regulation for stairways has many rules that address design, stairrails, handrails, and maintenance. The following examples (of the many rules for stairways) point out some of these areas.

General

- Temporary stairways must have landings of not less than 30 inches in the direction of travel, and extend at least 22 inches wide at every 12 feet or less of vertical rise.
- Where doors or gates open directly on a stairway, a platform must be provided. The swing of the door must leave 20 inches of effective width.

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- Proper housekeeping procedures can eliminate stairway slip, trip, and fall hazards. Stairs must be kept free from debris and clutter.

Good lighting will help avoid stairway hazards. Like any other walking/working surface, it is difficult to avoid what you cannot see.

Stairrails and handrails

- Stairrails must not be less than 36 inches high measured from the tread to the top of the stairrail.
- Handrails must be between 30 and 37 inches high measured from the tread surface.
- Handrails must provide an adequate handhold to avoid falling. If the handrails are not permanent, there must be at least a three inch clearance between the handrail and wall.

Temporary stairs have their own issues

- Except during stairway construction, foot traffic is prohibited on stairways with pan stairs where the treads and/or landings are to be filled with concrete or other material later, unless the stairs are temporarily fitted with wood or other solid material at least to the top edge of each pan.
- Treads for temporary service must be made of wood or other solid material, and must be installed the full width and depth of the stair.

Employee Training

The OSHA regulations for stairway safety training (1926.1053) are very specific. You must provide a training program for all employees using stairways, as necessary. The program must enable employees to recognize hazards related to stairways, and understand the OSHA requirements. Employees must also be trained to minimize the hazards. They must be retrained as often as necessary to maintain their understanding of stairway safety.

Training Tips

If your jobsite has temporary stairways, or permanent stairways that are being used for construction, cover the regulations that would pertain to them.

Where To Go For More Information

29 CFR 1926.1050-.1060—Stairways and ladders

29 CFR 1926.500-.503—Fall protection

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Stairway Safety

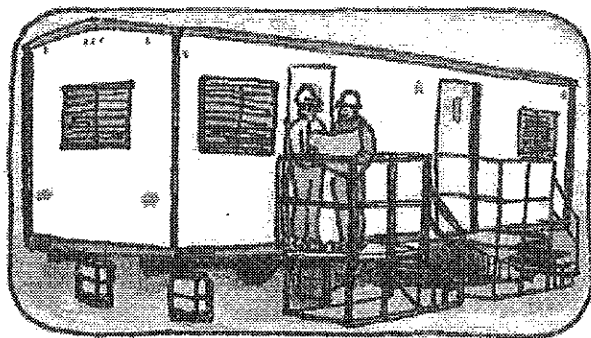
Stairways, like ladders, are a source of accidents at construction sites. They are also a source for numerous OSHA citations. In 1997, the following stairway violations were in the top 75 OSHA rules to receive citations:

- Stairways with four or more risers or rising more than 30", whichever is less, must have at least one handrail and one stairrail system along each unprotected side or edge.
- A stairway or ladder must be provided at all employee access points where there is a break in elevation of 19" or more, and no ramp, runway, sloped embankment, or personnel hoist is provided.
- Your employer must provide a training program, as necessary, for stairway use. The program must enable you to recognize hazards related to stairways, and must train you in the procedures to be followed to minimize these hazards.
- Unprotected sides and edges of stairway landings must be provided with guardrails.

OSHA has many rules that address design, stairrails, handrails, and maintenance. The following examples (of the many rules for stairways) point out some of these areas.

General

- Temporary stairways must have landings of not less than 30" in the direction of travel, and extend at least 22" wide at every 12' or less of vertical rise.



- Where doors or gates open directly on a stairway, a platform must be provided. The door swing must leave 20" of effective width.
- Proper housekeeping procedures eliminate stairway slip, trip, and fall hazards. Keep stairs free from debris and clutter.

Good lighting will help avoid stairway hazards. Like any other walking/working surface, it is difficult to avoid what you cannot see.

Stairrails and handrails

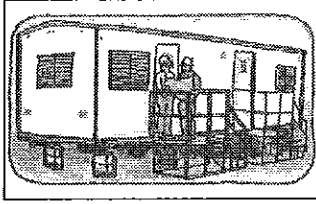
- Stairrails must not be less than 36 inches high from the tread to the top of the stairrail.
- Handrails must be between 30 and 37 inches high measured from the tread surface.
- Handrails must provide an adequate handhold to avoid falling. If the handrails are not permanent, there must be at least a three inch clearance between the handrail and wall.

Temporary stairs have their own issues

- Treads for temporary service must be made of wood or other solid material, and must be installed the full width and depth of the stair.

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Ladders & Stairways—Stairways Sign-Off Sheet

This sign-off sheet documents the names of employees who attended this training session on Ladders & Stairways—Stairways at _____.

(company name)

The session covered:

- OSHA's stairways regulations.
- General stairway safety.
- Requirements for stairrails and handrails.

The space below is for employees to "sign-off" that they were in attendance.

Date of Training: _____

Job Location: _____

Employee Signature

Print Name Here

Supervisor's Signature

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Ladders & Stairways— OSHA's Top 5 Ladder & Stairway Violations

Overview of Topic

Stairways and ladders are a major source of injuries and fatalities for construction workers. OSHA estimates that there are 24,882 injuries and as many as 36 fatalities each year due to falls from stairways and ladders. Nearly half of the injuries are serious enough to require time off the job.

The OSHA rules specify when stairways and ladders must be provided. The rules do not apply to ladders that are specifically manufactured for getting to and from scaffold working platforms, but do apply to job-made and manufactured portable ladders intended for general purpose use and which are then used for scaffold ladders. (§1926, Subpart L—Scaffolds)

- #1 Ladder use**—When portable ladders are used for access to an upper landing surface, the ladder side rails must extend at least 3 feet above the upper landing surface. If this is not possible because of the ladder's length, then the ladder must be secured at the top to a rigid support and a grasping device, such as a grabrail, must be provided to assist in getting on and off the ladder.

The extension must never be so short that ladder deflection under a load will cause it to slip off its support. (§1926.1053(b)(1))

This is currently the 12th most cited construction regulation.

- #2 Stairrails and handrails**—Stairways having 4 or more risers or rising more than 30 inches, whichever is less, must be equipped with: (1) at least one handrail, and (2) one stairrail system along each unprotected side or edge. (§1926.1052(c)(1))

When the top edge of a stairrail system also serves as a handrail, the top edge must not be more than 37 inches nor less than 36 inches from the upper surface of the stairrail to the surface of the tread, in line with the face of the riser at the forward edge of the tread.

This is currently the 17th most cited construction regulation.

- #3 Access points**—A stairway or ladder must be provided at all employee points of access where there is a break in elevation of 19 inches or more and no ramp, runway, sloped embankment, or per-

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sonnel hoist is provided. (§1926.1051(a))

- Employees are forbidden to use any spiral stairways that will not be a permanent part of the structure they are working on.
- When ladders are the only means of access or exit from a working area for 25 or more employees, or when a ladder is to serve simultaneous two-way traffic, the ladder must be double-cleated or two or more ladders must be provided.
- When a project has only one access point between levels, that access point must be kept clear to permit free passage of employees. When work must be performed or equipment must be used and free passage at that point is restricted, a second point of access must be provided and used.

#4 Training—You must provide a training program for employees that use ladders and stairways, as necessary. Your program must enable employees to recognize hazards related to ladders and stairways and must train employees in the procedures to be followed to minimize the hazards.

Employees must be trained by your competent person in the areas outlined in §1926.1060(a)(1)(i)-(v). (§1926.1060(a))

#5 Using top step—Worker must not use the top or top step of a stepladder as a step (§1926.1053(b)(13)).

Employee Training

See citation #4 above for the OSHA ladder and stairway training requirements.

Training Tips

Instruct your employees on your company's procedures for removing defective ladders from service and repairing defective stairway systems.

Where To Go For More Information

Construction regulatory text: §1926, Subpart X—Stairways and Ladders.

KELLER'S CONSTRUCTION TOOLBOX TALKS

Ladders & Stairways—OSHA's Top 5 Ladder & Stairway Violations

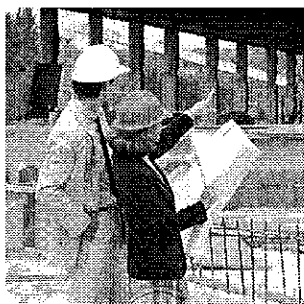
Stairways and ladders are a major source of injuries and fatalities for construction workers. OSHA estimates that there are 24,882 injuries and as many as 36 fatalities each year due to falls from stairways and ladders. Nearly half of these injuries are serious enough to require time off the job.

The OSHA rules specify when stairways and ladders must be provided. The rules do not apply to ladders that are specifically manufactured for getting to and from scaffold working platforms, but do apply to job-made and manufactured portable ladders intended for general purpose use and which are then used for scaffold ladders.

#1 Ladder use—When portable ladders are used to get to an upper surface, the ladder side rails must extend at least 3 feet above the upper landing surface. If this is not possible because of the ladder's length, it must be secured at the top to a rigid support and a grasping device, such as a grabrail, must be provided to assist in getting on and off the ladder.

The extension must never be so short that ladder deflection under a load will cause it to slip off its support.

#2 Stairrails and handrails—Stairways having 4 or more risers or rising more than 30 inches, whichever is less, must be equipped with: (1) at least one handrail, and (2) one stairrail system along each unprotected side or edge.



When the top edge of a stairrail system also serves as a handrail, the top edge must not be more than 37 inches nor less than 36 inches from the upper surface of the stairrail to the surface of the tread, in line with the face of the riser at the forward edge of the tread.

#3 Access points—A stairway or ladder must be provided at all employee points of access where there is a break in elevation of 19 inches or more and no ramp, runway, sloped embankment, or personnel hoist is provided.

#4 Training—As necessary, your employer must provide a training program for employees that use ladders and stairways. The program must enable you to recognize hazards related to ladders and stairways and must train you in the procedures to be followed to minimize those hazards.

You must be trained by your company's competent person.

#5 Using top step—Worker must not use the top or top step of a stepladder as a step (§1926.1053(b)(13)).

KELLER'S CONSTRUCTION TOOLBOX TALKS



Ladders & Stairways— OSHA's Top 5 Ladder & Stairway Violations Sign-Off Sheet

This sign-off sheet documents the names of employees who attended this training session on OSHA's Top 5 Ladder & Stairway Violations at _____.

(company name)

The session covered:

- Ladder use.
- Stairrails & handrails.
- Access points.
- Training.
- Defective ladders.

The space below is for employees to "sign-off" that they were in attendance.

Date of Training: _____

Job Location: _____

Employee Signature

Print Name Here

Supervisor's Signature

LADDERS/STAIRWAYS—OSHA's TOP 5 LADDER & STAIRWAY VIOLATIONS SIGN-OFF