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## **GOOD PRACTICE NOTE**

### **ACCESS TOWERS AND LADDERS CHAMBER**

#### **Aluminium, Composite and Steel Ladders**

1. Ladders must be suitable for the work to be conducted, taking into account time period (no longer than 30 minutes), the nature of the work to be conducted (light work only) and Global risk (time and man power for alternate equipment);
2. The user must be medically fit to work at height;
3. The user must have appropriate PPE;
4. The appropriate ladder must be used, taking into account the maximum working height and load rating;
5. Pre use inspection to be conducted by user;
6. The user(s) shall ensure the ladder has been erected properly (feet are stable and on a level surface, all locking devices are fully locked) before climbing the ladder ;
7. An extension or single ladder must be erected at an angle of 75\_ (arm's length 'rule');
8. Extension or single ladders must be secured at the base, extension ladders over 14.5m long must be secured at the base and top;
9. The user must face the ladder when ascending or descending;
10. Only 1 person to ascend and/or work from the ladder at a time;
11. When working from a ladder, the user must maintain 3 points of contact at all times;
12. The user must not over reach when working from a ladder (belt buckle 'rule');
13. A ladder must not be moved while any person is standing on any rung;
14. A safety harness worn by the ladder user must not be attached to the ladder. A safety harness may be attached to a suitable independent anchor point per Construction Regulations 2014 10 (4) (c);
15. Post use inspection to be conducted by user, any defects to be reported to a supervisor and/or ladder inspector immediately; Ladders to be stored in a safe secure place.

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