

1		LADDER SAFETY
2		
3		NIST S 7101.66
4		Document Approval Date: 05/21/2024
5		Effective Date: 1 04/01/2024
6		
7	4	NUMBOGE
8	1.	PURPOSE The number of this program is to establish requirements and associated roles and
0		The purpose of this program is to establish requirements and associated roles and responsibilities to protect NIST employees and covered associates from hazards associated
1		with the use of ladders (see Section 7, DEFINITIONS) in the performance of their duties.
2		with the use of hadders (see section 7, BETT (TTTO 145) in the performance of their duties.
3		
4	2.	BACKGROUND
5		NIST O 7101.00: Occupational Safety and Health Management System requires adherence to
6		applicable portions of OSHA (Occupational Safety and Health Administration) 29 Code of
7		Federal Regulations (CFR) Subpart D 1910.23, Ladders.
8		
9	•	
20	3.	APPLICABILITY The provisions of this suborder combute all NIST conflowers and covered consistent where
21	a.	The provisions of this suborder apply to all NIST employees and covered associates whose work activities involve the use of ladders and step stools at any NIST workplace.
22 23		work activities involve the use of ladders and step stools at any 1915 I workplace.
24	b.	This suborder applies to the following equipment:
25		511
26		(1) Fixed ladders;
27		
28		(2) Portable ladders;
29		
30		(3) Mobile ladder stands;
31		(A) N(1) 1 11 1 1 (C)
32		(4) Mobile ladder stand platforms;
33		(5) Stan ladders
34 35		(5) Step ladders;
,5 86		(6) Combination ladders;
37		(v) Communion maders,

¹ For revision history, see Appendix A.



(7) Trestle ladders; (8) Step stools; (9) Step bolts; and (10) Manhole steps. c. This suborder does not apply to the following equipment: (1) Ladders integrated into equipment for access; (2) Ladders related to emergency services equipment; (3) Ladders associated with powered platforms covered by 29 CFR 1910.66(j); and (4) Ladders associated with aerial lifts covered by 29 CFR 1910.67(c)(2)(v). d. This suborder does not apply to personal fall protection and fall arrest systems associated with the use of ladders. This topic is covered in NIST S 7101.67. 4. REFERENCES OSHA 29 CFR 1910.21 to 1910.30 Subpart D, Walking and Working Surfaces b. OSHA 29 CFR 1910.140 Subpart I, *Personal Fall Protection Systems* c. OSHA 29 CFR Part 1960, Basic Program Elements for Federal Employees d. American National Standards Institute (ANSI)/ASC A14.1-2007: Wood Ladder Safety Requirements e. ANSI/ASC A14.2-2007: Portable Metal Ladder–Safety Requirements f. ANSI/ASC A14.3-2008: Fixed Ladder Safety Requirements g. ANSI/ASC A14.5-2007: Portable Reinforced Plastic Ladder Safety Requirements h. ANSI/ASC A14.7-2011: Mobile Ladder Stands and Mobile Ladder Stand Platforms



78	5.	APPLICABLE NIST OCCUPATIONAL SAFETY AND HEALTH SUBORDERS
79	a.	NIST S 7101.20: Work and Worker Authorization Based on Hazard Reviews
80		
81	b.	NIST S 7101.23: Safety Education and Training
82		
83	c.	NIST S 7101.67: Fall Protection
84		
85	d.	NIST S 7101.73: <u>Out of Service</u>
86		
87	e.	NIST S 7401.01: <u>Fire Protection and Life Safety for Design & Construction</u>
88		
89	f.	NIST PR 7101.00: <u>Procedure for Requesting Safety-Related Variances and Waivers</u>
90		
91	_	
92	6.	
93 94	a.	Design Requirements
94 95		(1) All newly acquired ladders and step stools shall meet the design and construction
96		requirements as established in the appropriate standard for material type and use:
97		requirements as established in the appropriate standard for material type and use.
98		(a) ANSI-ASC A14.1-2007: Wood Ladder Safety Requirements;
99		(a) This is the mean sayer, nequirements,
100		(b) ANSI-ASC A14.2-2007: Portable Metal Ladder Safety Requirements, (includes
101		design information on step stools);
102		1 /
103		(c) ANSI/ASC A14.3-2008: Fixed Ladder Safety Requirements; and
104		
105		(d) ANSI-ASC A14.5-2007: Portable Reinforced Plastic Ladder Safety Requirements.
106		
107		(e) ANSI-ASC A14.7-2011, Mobile Ladder Stands and Mobile Ladder Stand Platforms.
108		
109		(2) The use of in-house fabricated ladders and step stools is prohibited.
110		
111		(a) Any in-house fabricated ladders and step stools is currently in use at NIST shall be:
112		
113		i. Taken out of service by the effective date in accordance with the requirements
114		of NIST S 7101.73; or
115		
116		ii. Replaced by the effective date.
117		



118	(3) All ladders and step stools currently in use shall meet the design and construction			
119	requirements as per Section 6.a(1) of this suborder.			
120				
121	(a) Ladd	ers and step stools not meeting these requirements shall be taken out of service		
122	in acc	cordance with the requirements of NIST S 7101.73.		
123				
124	(4) The mini	mum information shall be permanently marked (e.g., manufacturer's label) on		
125	the following	g ladder types ² :		
126				
127	(a) Porta	ble ladders:		
128				
129	i.	Manufacturers or distributors name (may be logo);		
130	ii.	Model number or name;		
131	iii.	Maximum rated load;		
132	iv.	Ladder size;		
133	v.	Type and duty rating;		
134	vi.	ANSI compliance;		
135	vii.	Maximum working length (if extension ladder); and		
136	viii.	Total length of sections (if extension ladder).		
137				
138	(b) Mobi	le ladder stands and mobile ladder stand platforms and step stools (i.e., 32" high		
139	or les	ss at top cap/step):		
140				
141	i.	Manufacturers or distributors name (may be logo); and		
142	ii.	Maximum rated load		
143				
144	(c) When	n the information is illegible or missing, the ladder shall be taken out of service		
145	in acc	cordance with the requirements of NIST S 7101.73.		
146				
147	i.	If the information can be obtained from the manufacturer and affixed to the		
148		ladder, it may be put back into service.		
149	ii.	If the information cannot be obtained, the ladder shall be properly disposed of		
150				
151	(5) Step stoo	ols, ladder stands, and platforms that have wheels or casters shall be equipped		
152	with a sy	stem that impedes horizontal movement when a worker is on the unit.		
153				
154	(6) Fixed lad	lders that do not have cages or wells shall have:		
155				

² Neither OSHA nor ANSI have labeling requirements for fixed ladders, step bolts, or manhole steps.



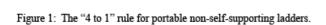
156		(a) Clear width of at least 16 inches (40 cm) between the vertical rails of the ladder and		
157		the vertical rails shall flare out to between 24 and 30 inches (clear width) and extend		
158		at least 42 inches above the elevated surface being accessed;		
159				
160		(b) Clear width of at least 15 inches (38 cm) on each side of the ladder centerline to the		
161		nearest permanent object; and		
162				
163		(c) A minimum perpendicular distance of 30 inches (76 cm) from the centerline of the		
164		steps or rungs to the nearest object on the climbing side.		
165				
166		i. When obstructions are unavoidable, clearance may be reduced to 24 inches		
167		(61 cm) if deflector plates are installed.		
168				
169		(7) Step bolts and manhole steps:		
170				
171		(a) Installed prior to January 17, 2017, shall support their maximum intended load; and		
172				
173		(b) Installed after January 17, 2017, shall comply with OSHA 1910.24, i.e., be capable of		
174		supporting at least four times their maximum intended load.		
175				
176		(8) Fixed ladders that access elevations 24 feet or more above the work surface below, shall		
177		be equipped with a personal fall arrest system or a ladder safety system as per the		
178		requirements establish in NIST S 7101.67.		
179				
180		NOTE: Ladder cages can be used to control access or protect users from other		
181		hazards, but they are no longer permitted for fall protection and when installed they		
182		shall not interfere with the operation of any fall protection systems.		
183				
184	b.	Inspection		
185				
186		(1) Ladders and step stools shall be inspected prior to each use.		
187				
188		(a) Where an individual is using the same ladder for multiple tasks in a single shift, the		
189		initial inspection shall be sufficient unless there is the need for a reinspection, please		
190		see Section 6.b(2).		
191				
192		(b) Where multiple individuals are using the same ladder during a single shift, the initial		
193		inspection shall be sufficient unless there is the need for a reinspection, please see		
194		Section 6.b(2).		
195				



196 197		(c) Where ladder usage spans multiple shifts, the ladder shall be inspected prior to use of each shift.
198		
199 200		(2) Ladders and step stools shall be inspected after any occurrence that could affect their safe use, such as falling object damage or being struck by equipment.
201		
202		(3) An inspection checklist should be used to facilitate inspections; see Appendix B.
203		
204		(4) If the inspection shows any condition adversely affecting the safety of the ladder or step
205		stool, it shall be:
206		
207		(a) Removed from service in accordance with the requirements of NIST S 7101.73
208		(please see appropriate tag or sign shown in Appendix C): and
209		
210		(b) Disposed of.
211		
212		<u>NOTE</u> : Staff may request a waiver, in accordance with the requirements of NIST
213		PR 7101.00, if it is believed the ladder or step stool may be sufficiently repaired
214		such that the ladder or step stool can be safely used.
215		
216		(5) Personal fall protection, ladders safety systems and fall arrest systems associated with the
217		use of ladders shall be inspected per the requirements of NIST S 7101.67.
218		
219	c.	Use of Ladders
220		
221		(1) Ladders shall be used in accordance with:
222		
223		(a) Manufacturer's instructions; and
224		
225		(b) The hazard review or job hazard analysis developed for the specific activity.
226		
227		(2) Set-up.
228		
229		(a) Ladders shall be used on stable and level surfaces unless one of the following is done
230		to prevent displacement of the ladder:
231		
232		i. Firmly securing the ladder to a fixed object;
233		
234		ii. Stabilizing the ladder against a fixed object; or
235		



236	iii.	Use ladders with cleats or non-slip safety feet that will prevent the ladder from
237		slipping.
238		
239	(b) Ladde	ers used on slippery surfaces shall be secured and stabilized.
240		
241	(c) Ladde	rs should not be used within 10 feet of any uninsulated energized electrical
242	equipr	nent.
243		
244	(d) Non-s	elf-supporting ladders (e.g., straight or extension ladders) shall:
245		
246	i.	Use the 4-to-1 rule where the distance base of the ladder to where the ladder
247		touches its support is one quarter of the working length of the ladder (see
248		Figure 1);
249		
250	ii.	Have both side rails supported unless the ladder is equipped with a single
251		support attachment designed for the ladder; and
252		
253	iii.	Have the side rails extend at least 3 feet (0.9 m) beyond the upper surface
254		when using the ladder to gain access to an elevated surface (i.e., platform or
255		roof).
256		
257		
		, 2
259		0.09 m.



272

273274

275

(e) Temporary barricade(s) such as cones or caution tape shall be required when placing ladders in passageways, doorways, or driveways.



276	(f) When using a ladder within the swing of a door, the door shall be secured or a			
277	coworker shall guard the ladder base.			
278				
279	(3) Individuals using a ladder shall:			
280				
281	(a) Always face the ladder when climbing up or down;			
282	(b) Only and named about the an aladder at a time values the ladder is an aif as live			
283	(b) Only one person should be on a ladder at a time unless the ladder is specifically			
284 285	designed for more than single person use;			
286	(c) Maintain their center of mass between the vertical rails of the ladder;			
287	(c) Maintain their center of mass between the vertical rans of the fadder,			
288	(d) Wear appropriate footwear that is kept reasonably clean to reduce slips, <i>i.e.</i> , footwear			
289	that fits snugly, provides good support, and has sturdy, non-slip soles;			
290	that his shagif, provides good support, and has startef, non-ship socies,			
291	(e) Maintain 3-points of contact with the ladder, <i>i.e.</i> , always use at least one hand when			
292	ascending or descending;			
293				
294	(f) Follow manufacture's guidance on markings and labels, including weight limits,			
295	appropriate use, and what steps can and cannot be used.			
296				
297	(g) Refrain from carrying objects or loads that could cause a loss of balance;			
298				
299	i. Tools and materials should be brought up:			
300				
301	(i) Separately by rope and bucket/container;			
302				
303	(ii) On the person using a utility belt or backpack; or			
304				
305	(iii) Handed up once personnel are in place;			
306				
307	(h) Refrain from loading a ladder above its maximum intended load.			
308				
309	(i) Do not use ladders horizontally, e.g., as walkways or scaffolding, unless they're			
310	specifically designed to be used in that manner.			
311	(i) Maintain a ladden landing area that is fine of abjects that apply near a bornel to an			
312	(j) Maintain a ladder landing area that is free of objects that could pose a hazard to an individual stepping off the ladder			
313 314	individual stepping off the ladder.			
314	(4) Ladders shall not be moved when someone is on the unit.			
JIJ	(T) Laudels shan het de moved when sumedhe is on the unit.			



316317		(5) Users who tire easily, or who have physical limitations such as fainting, and/or are on medication or prescription drugs that could cause physical impairment shall inform their
318		supervisor and be prohibited from using fixed ladders 24 feet long or greater.
319		
320		(6) For outdoor work:
321		
322		(a) Ladders should not be ascended or descended during active storms of any kind (e.g.,
323		rain, snow, sleet) or high winds (20 miles per hour or more); and
324		
325		(b) Ladders shall only be used if they are adequately cleaned of ice/frost, snow, or debris
326		
327	d.	Use of Step Stools
328		
329		(1) Step stools shall be used in accordance with manufacturer's instructions.
330		
331		(2) Set-up.
332		
333		(a) Step stools shall be used on stable and level surfaces.
334		
335		(b) Step stools used on slippery surfaces shall be secured and stabilized.
336		
337		(3) Individuals using a step stool shall:
338		
339		(a) Wear appropriate footwear, <i>i.e.</i> , fits snuggly, provides good support, and has sturdy
340		non-slip soles;
341342		(b) Refrain from carrying objects or loads that could cause a loss of balance; and
343		(b) Remain from carrying objects of loads that could cause a loss of balance, and
344		(c) Refrain from loading the step stool above its maximum intended load.
345		(c) Remain from loading the step stoot above its maximum intended load.
346		(4) Step stools shall not be moved when someone is on the unit.
347		(1) Step steeds shall not be meved when someone is on the dim.
348	e.	Care and Maintenance
349		
350		(1) All ladders and step stools shall be maintained and stored in accordance with the
351		manufacturer's guidance.
352		
353		(2) Structural repairs or modification of ladders and step stools shall be made in compliance
354		with the design requirements identified in Section 6.a.(1) of this suborder.
355		



356 357		(3) All repairs of personal fall protection and fall arrest systems associated with the use of ladders shall be made in accordance with the requirements of NIST S 7101.67.
358		•
359	f.	Training
360		
361		(1) Training shall be provided, documented, and recorded in accordance with the
362		requirements of the NIST S 7101.23.
363		
364		(2) Employees and covered associates to whom this suborder applies shall receive the
365		following information and training prior to their initial use of a ladder or related piece of
366		equipment:
367		
368		(a) General training provided by OSHE on ladder safety; and
369		
370		(b) Activity-specific ladder safety training provided by their OUs.
371		
372		(3) Employees and covered associates who will use personal fall protection and fall arrest
373		systems associated with the use of ladders shall receive training in accordance with the
374		requirements of NIST S 7101.67.
375		
376		
377		DEFINITIONS
378		efinitions common to all NIST OSH suborders can be found in Section 6 of NIST O 7101.00.
379	Th	ne definitions specific to this suborder are as follows:
380		
381	a.	<u>Cage</u> – An enclosure mounted on the side rails of a fixed ladder or fastened to a structure
382		behind the fixed ladder that is designed to surround the climbing space of the ladder. A cage
383		also is called a "cage guard" or "basket guard".
384		
385	b.	<u>Combination Ladder</u> – A portable ladder that can be used as a stepladder, extension ladder,
386		or trestle ladder. The components of a combination ladder also may be used separately as a
387		single ladder.
388		
389	c.	Extension Ladder – A non-self-supporting portable ladder that is adjustable in length.
390		
391	d.	<u>Fall Protection</u> – Any equipment or device, including a personal fall arresting system or a
392		lifeline system, that prevents an individual from falling from an elevation or mitigates the
393		effect of such a fall.
394		



395 e. Fixed Ladder – A ladder with rails or individual rungs that is permanently attached to a 396 structure, building, or equipment. Fixed ladders include individual-rung ladders, but not ship 397 stairs, step bolts, or manhole steps. 398 399 f. Ladder – Any one of the following pieces of equipment: 400 401 Fixed ladders; (1) 402 403 (2) Portable ladders; 404 405 Mobile ladder stands; (3) 406 407 (4) Mobile ladder stand platforms; 408 409 (5) Step ladders; 410 411 (6) Combination ladders; 412 413 Trestle ladder; (7) 414 415 (8) Step stools; 416 417 (9) Step bolts³; and 418 (10) Manhole steps³. 419 420 421 g. Ladder Safety System – A system designed to eliminate or reduce the possibility of falling 422 from a ladder. A ladder safety system usually consists of a carrier, safety sleeve, lanyard, connectors, and body harness. Cages and wells are not ladder safety systems. 423 424 425 h. Lower Level – A surface or area to which a worker could fall. Such surfaces or areas include, 426 but are not limited to, ground levels, floors, roofs, ramps, runways, excavations, pits, tanks, 427 stored materials, water, equipment, and similar surfaces and structures, or portions thereof. 428 429 Manhole Steps – Steps that are individually attached to, or set into, the wall of a manhole 430 structure. 431

³ Equipment using step bolts and manhole steps are not considered "ladders" per OSHA requirements but are included here for completeness.



- Mobile Ladder Stand (Ladder Stand) A mobile, fixed-height, self-supporting ladder that 432 433 usually consists of wheels or casters on a rigid base and steps leading to a top step. A mobile 434 ladder stand also may have handrails and is designed for use by one worker at a time. 435 436 k. Mobile Ladder Stand Platform – A mobile, fixed-height, self-supporting unit having one or 437 more standing platforms that are providing access to equipment, materials, another platform, 438 or an egress point. 439 440 1. Personal Fall Arrest System – A system that consists of a body harness, anchorage, and 441 connector and is used to protect individuals from falls. The means of connection may include 442 a lanyard, deceleration device, lifeline, or a suitable combination of these. 443 444 m. Personal Fall Protection System – A system (including all components) that provides 445 protection from falling or to safely arrest an individual's fall if one occurs. Examples of 446 personal fall protection systems include personal fall arrest systems, positioning systems, and 447 travel restraint systems. 448 449 n. Portable Ladder – A ladder that can readily be moved or carried and usually consists of side 450 rails joined at intervals by steps, rungs, or cleats. 451 452 o. Roof – The exterior surface on the top of a building. This does not include floors or 453 formwork which, because a building has not been completed, temporarily become the top 454 surface of a building. 455 456 p. Rung, Step, or Cleat – The cross-piece of a ladder that is stepped on to climb up and down. 457 458 q. Step Bolt (Pole Step) – A bolt or rung attached at intervals along a structural member used 459 for foot placement and as a handhold when climbing or standing. 460 461 r. Stepladder – A self-supporting, portable ladder that has a fixed height, flat steps, and a 462 hinged back. 463 464 s. Step Stool – A type of self-supporting, portable ladder that has flat steps, side rails, a fixed height not exceeding 32 inches (81 cm) at the top cap [although side rails or handles may 465 extend above the top cap and serve as a handle and does not have a pail shelf. A stepstool is 466
- t. <u>Trestle Ladder</u> A self-supporting portable ladder that is adjustable in length, consisting of a
 Trestle Ladder base and a vertically adjustable Extension section with a means for locking
 the ladders together.

designed so an individual can climb and stand on all steps including the top cap.

467

468



472 473	u. Well – A permanent, complete enclosure around a fixed ladder.	
474	v. Work Area – A subpart of a NIST workplace.	
475	v. work Area - A subpart of a 14151 workplace.	
476		
477	8. ACRONYMS	
478	Acronyms common to all NIST OSH suborders can be found in Section 7 of	NIST O 7101.00.
479	The acronyms specific to this suborder are as follows:	
480	J 1	
481	a. ANSI – American National Standards Institute	
482		
483	b. CFR – Code of Federal Regulations	
484		
485	c. NFPA – National Fire Protection Association	
486		
487	d. NIST – National Institute of Standards and Technology	
488		
489	e. OSHA – Occupational Safety and Health Administration	
490		
491	f. OSHE – Office of Safety, Health, and Environment	
492		
493	g. OU – Organizational Unit	
494		
495		
496	9. RESPONSIBILITIES	
497	Roles and responsibilities common to all NIST OSH suborders can be found	
498	O 7101.00. The roles and responsibilities specific to this suborder are as fol	lows:
499		
500	a. <u>OU Directors</u> are responsible for:	
501 502	(1) Establishing policies and precedures as peeded for the requirements	af this program to
503	(1) Establishing policies and procedures, as needed, for the requirements be met as it applies to their employees and covered associates to miti	
504	associated with ladders and step stools in their OU-assigned space ar	=
505	policies and procedures are implemented; and	id clisuring that those
506	poncies and procedures are implemented, and	
507	(2) Ensuring subordinate managers have the authority, resources, and tra	ning needed to
508	implement OU-established policies and procedures.	ining needed to
509	implement de estachishea ponetes ana procedures.	
510	b. <u>NIST Acquisitions Management Division</u> is responsible for:	
511		



512		(1) Including applicable OSHA, ANSI, and NFPA design requirements for ladders in all
513		applicable purchases and contracting requests for quotes (RFQs).
514		
515	c.	OSHE Program Manager for this Program is responsible for:
516		
517		(1) Providing safety consultation and guidance pertaining to the use of ladders and step
518		stools in accordance with regulations, consensus standards, and industry best practices;
519		
520		(2) Upon request, providing activity-specific ladder safety training;
521		
522		(3) Reviewing this suborder at least annually and updating it when necessary to ensure its
523		effectiveness in protecting employees and covered associates from the hazards of ladder
524		and step stool use at NIST workplaces; and,
525		(4) M-1: 41:1 11-1-41-1-41
526 527		(4) Making this suborder available to employees and covered associates, and upon request.
527 528		
529	10	. AUTHORITIES
530	10	There are no authorities specific to this suborder alone. For authorities applicable to all NIST
531		OSH suborders, see section 9 of NIST O 7101.00.
532		
533		
534	11	. DIRECTIVE OWNER
535		Chief Safety Officer
536		
537		
538	12	. APPENDICIES
539	A.	Revision History
540		
541	В.	Optional Pre-Use Checklist for Fixed, Portable, Extension, and Mobile Ladder Inspection
542		
543	C.	Sample Sign: Out of Service/Danger -Do Not Use



544545

Appendix A. Revision History

Version	Approval Date	Effective Date	Brief Description of Change; Rationale
1	09/05/2023	04/01/2024	None – Initial document
2	05/21/2024	05/21/2024	 Section 5 – added NIST PR 7101.00. Section 6.a(4) – reworded for clarity. Section 6.b(2) – added examples of incidents that could affect the safe use of a ladder. Section 6.b(4) – modified language for clarity and removed statement that OSHE will create generic JHA for use of a ladder. Section 6.c(2) – added (a)iii, (c), and (f). Section 6.c(3) – added (c) and (i) Appendix B updated

546

547



548

549

Appendix B. Optional Pre-Use Checklist for Fixed, Portable, Extension, and Mobile Ladder Inspection

Optional Pre-Use Checklist for Fixed, Portable, Extension, and Mobile Ladder Inspection							
User/Inspector:		Step Stool	Combination	Da	ate:		
Ladder ID:		Step Ladder	Extension	Mobile	Fix	xed	
MFR, Serial #:		Wood	Metal	Fiberglas	is Of	Other	
All units shall be visually inspected before first use of the day & every shift thereafter if use					ntinues		
# Item					Yes N		
1. G	I eneral: Applies to ALL Ladders and Step Sto	ols					
a.	Steps, cleats or rungs are ridged, not loose (can be moved by hand).						
b.	No nails, screws, bolts, or other loose materials are present.						
C.	No cracked, split, or broken uprights; braces, steps, or rungs are present.						
d.	Rungs, cleats, and steps are uniformly spaced.						
e.	Rungs/steps on metal ladders corrugated or knurled to prevent slipping.						
f.	Contact areas are free of grease, oil, or slippery materials (clean if needed).						
g.	Wooden components do not have opaque coatings.						
h.	Wooden components are free from decay.						
i.	All movable parts operate freely.						
j.	Feet or non-slip material on vertical suppo	orts/ends are no	t damaged or exce	ssively worn.			
k.	Feet/legs with locking mechanisms operate as designed.						
I.	Unit is stable, not wobbly when set up or ready to use.						
m.	Labeled with manufacture name and model and weight limit (excluding fixed ladders).						
2. Step, Articulating and Combination Ladders							
а.	Overall height is less than 24 feet.						
b.	Hinge spreaders are intact, not loose, broken or bent.						
c.	All stops/locks on hinge spreaders are functional.						
d.	Edges on spreaders/hinges are smooth not sharp.						
3. Extension Ladders							
a.	All extension locks are present, none are lo	oose or broken.					
b.	All locks seat properly when ladder is exte	nded.					
C.	Rope(s) are not frayed or worn.						
d.	Single ladder is 30'or less, Two-section lad	der is 48'(meta) or 60' (wood) or	less			
4. Mobile Ladders and Step Stools							
a.	Locking mechanism is engaged or engages	when stepping	on the unit.				
b.	Locking mechanism prevents unit from mo	oving/sliding wh	en engaged.				
c. All handrails & guardrails are intact with smooth surfaces (when present).							
5. Fixed Ladders (24 feet or Greater)							
a.	Ladder well or cage is fully intact ¹ .						
b.	Adequate Clearance around ladder and in:	side the well or	cage is obstruction	free.			
C.	Ladder Safety System (LSS)/Fall Protection	Systems (FPS)	functions properly	(if present).			
All fixed ladders that extend more than 24 feet shows a lower level are to be equipped with a nervonal fall arrest system or ladder							

safety system by November 2036.



Appendix C. Sample Sign: Out of Service/Danger -Do Not Use

Based on NIST S 7101.73: Out of Service

552553

551

554

555



556

557

558

ADANGER

DO NOT USE

Defective Ladder

Inspected By:

Date:

559

560

561