

Safety – Step/Ladder Risk Assessment

E:
E:
E:
E:

Project Name:

Name of person completing the assessment:
(Print)

Specific location:
(Room/Riser/Area)

Activity Description:

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Ladder

Stepladder

Why are there no alternatives to using a Ladder/Stepladder?

Hazards:

(Tick those applicable to activity)

Overreaching:

Steps become unstable. User, Steps, tools fall.

User, Steps, Tools Strike person(s) below

Sideways loading e.g. drilling:

User pushes himself & Steps off balance & falls

User, Steps, tools strike person(s) below

Losing Balance:

User Loses Balance User grabs Steps & Steps becomes unstable

User, steps, tools fall User, Steps, tools strike persons below

Control Measures:

1. Are the ladder/step ladder manufacturers instructions available and have been understood?
 Yes No
2. Are they sufficient for the task?
 Yes No
3. Is my ladder/step ladder capable of reaching the working height safely?
(Ladder to exceed platform by 1.05m and stepladder step/handrail not to below waist height)
 Yes No

Safety – Step/Ladder Risk Assessment

E:
E:
E:
E:

4. Has:
- A) The ladder been checked for the following: -
Painted covering defects, cracked, split stiles and damaged rungs,
missing damaged metal supports under rungs.
- B) The stepladder been checked for the following: -
Wear and tear, damage affecting safety? (E.g. hinges, rivets & dents. If in
doubt, don't use it).

Yes No

5. Does my Stepladder/Ladder conduct electricity?

Yes No

6. If Yes does the ladder need to be a non-conducting stepladder/ladder?

Yes No

7. Can the ladder/stepladder be carried and positioned, safely without slipping,
tripping or falling?

Yes No

8. Is the footwear suitable for use with stepladder/ladder?
Are the rungs/steps wet, muddy or icy?

Yes No

9. Number of people working on stepladder (max one person)
or
Number of people using ladder as access at one time (max one person)

Yes No

10. Ground Conditions Suitable: (must be firm, level and stable).

Yes No

11. Do weather conditions allow safe use of stepladder/ladder? (E.g. lightning,
wind, rain, snow, ice, temperature & sun).

Yes No

12. Frequency of use & duration of task without a break (not to exceed 30 minutes).

13. Danger of electrical shock (no LIVE electrical conductors within a dangerous
proximity).

Yes No

Safety – Step/Ladder Risk Assessment

E:
E:
E:
E:

14. Is it necessary to carry materials, equipment and tools? Do they need to be carried up the ladder/stepladder and be able to work safely maintaining a handhold?

Yes

No

15. Can steps/ladder be positioned to avoid overreaching and sideways on loading on each task?

Yes

No

16. Could sudden unexpected movement cause operative to fall from ladder/step ladder and how serious are the consequences of falling?

17. Does the area around the steps/ladder need to be segregated from other trades and personnel?

Yes

No

If yes detail area/location to be segregated and how

Reconsider the level of risk if tasks change or if site conditions alter

Level of Risk: In view of the controls detailed above a stepladder/ladder* is suitable

*As detailed above.

Signature:

Date: