Please, use common sense.

**Ladder Safety Basics**

**Common Ladder Safety Practices**

- **CHOOSE** the right ladder.
- **CHECK** the ladder for damage before use. Never use a damaged ladder.
- **ENGAGE** all ladder locks.
- **SECURE** the ladder as close to the top of the platform as possible.
- **TIE** off and extend the ladder 36 to 42 inches when stepping off at a higher level.
- **EXTEND** the ladder at least 3 feet above the supporting edge of parapets and landings.
- **FREE** your hands when climbing. Use a tool belt or apron if necessary, and hook equipment on a rung while you work.
- **MOVE** the ladder when necessary. Never stretch or lean to reach your work area.
- **ANGLE** the ladder appropriately: For every 4 feet of ladder height, position the ladder 1 foot further from the vertical base.
- **FACE** the ladder when ascending or descending.
- **USE** common sense! If something seems like a bad idea, it probably is. Ladder accidents are among the most easily preventable workplace accidents.

**Remember: USE COMMON SENSE**

- **DO NOT** use a step ladder when a straight ladder is needed, or visa versa.
- **DO NOT** place ladder bases on inclines or slippery surfaces.
- **DO NOT** stand on the top 2 steps of a step ladder or the top 4 rungs of an extension ladder.
- **DO NOT** load ladders beyond their maximum intended capacity.
- **DO NOT** use a ladder for anything other than its intended purpose.
- **DO NOT** move a big ladder alone. If a ladder is too large or heavy, ask for help!