

Safe use of Ladders and Step Ladders Policy

Creagh Concrete Products Limited safe use of ladders and step ladders policy is designed to express Creagh Concrete's attitude towards the safe use of ladders and stepladders in the workplace.

This policy applies to all staff who use or anticipate using a ladder must be able to recognise and avoid ladder hazards and we aware of safe practices in setting up, storing, moving and working with ladders.

All employees are expected to use ladders in accordance with manufacturers' recommended practices and guidance provided by means of ladder training and Toolbox Talks.

Responsibilities & Location

Each factory supervisor will assign a designated person responsible for the weekly inspections and ensuring that the tags are updated appropriately.

The HSEQ Department will be responsible for ensuring the overall administration and compliance of the policy and provide support. The HSEQ Department will also conduct monthly ladder inspections and audits on all aspects of the policy including the management of the weekly inspections.

It is the supervisor's responsibility to ensure equipment is stored correctly and that only trained and competent operatives use them. Visual inspections of ladders must be carried out before use.

Ladder Register

The ladder register for ladders shall contain the following information:

- Ladder ID no
- Description
- Area
- Inspection Date
- Follow-up
- Action Taken
- Next Date due

The ladder register will be formatted so that it indicates when an item is due for examination

The ladder register will be updated to reflect any new ladders purchased and all equipment must be kept in the relevant locations logged on the ladder register.

Purchasing of New Lifting Equipment

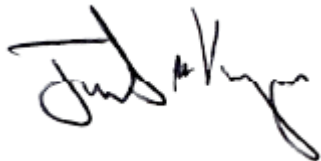
Any ladders purchased must be notified to the HSEQ Department to ensure that they are added to the register and inspections are carried out appropriately. All new ladders purchased must be purchased with hooks.

Repairs & Quarantine

Any ladders found to be in an unsatisfactory condition or unrepairable must be destroyed.

Failure to comply with this policy will be regarded as a serious breach of health and safety procedures. Any person found in breach of this policy will be liable for disciplinary action, which may ultimately result in dismissal.

It will be responsibility of each supervisor to monitor and control ladders in their area. It will be the responsibility of supervisor to be aware of expire dates and facilitate testing. It is the responsibility of each supervisor to dispose of any defective equipment.



James McKeague
Managing Director
Creagh Concrete Products Ltd
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