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| **Site / Area:** | |  | | **Date of assessment:** |  | **Risk Assessment #:** | **055RA** |
| **Completed by (name):** | |  | | **Signature:** |  | | |
| **In Consultation with** | |  | | **Signature:** |  | | |
| **Identify / describe activity, equipment, area or event you are assessing:** | | | | | **Ladders** | | |
| **In conjunction with this risk assessment, training / education and development of a relevant SOP may be required.** | | | | | | | |
| **Step 1:** **Identify the hazard/s:**What do you believe are the hazards?(Refer Risk Assessment Guideline (015G)) | | **Step 2: Assess the risks:**  What do you believe are the risks?  (Refer *Risk Assessment Guideline (015G)*) | | **Step 3: Reducing the risk:** What do you believe can be done to reduce the risk? (Refer *Risk Assessment Guideline (015G)*) | | |
| **What could cause harm?** | | **What could go wrong?** | | **Controls** | | |
| **Machinery & Equipment**   * Poor quality of ladder | | * Collapse of ladder * Fractures etc. | | Check condition of steps prior to working – Check treads, feet of steps, rivets, screws, platform, locks, handholds, etc.Check for cracks in welds.For low risk environments (office environments, classrooms) a 2 step domestic rated ladder may be used with a minimum weight load of 120kg.Anything 3 step and above must be industrial rated with a minimum weight load of 120kg.Ensure all ladders are listed on the ladder register and undergo annual inspections. | | |
| **Electricity**   * Power lines * Power cords | | * Electric shock * Electrocution * Fire * Burns * Fall from height | | Always look up before using any ladder.Do not use ladders near power lines.Contact SA Power Networks for safe working distances.Where necessary isolate power (a qualified electrician).Ensure no cords are laying on the floor before setting up ladders.If undertaking any electrical related work, fibreglass ladders are to be used | | |
| **Gravity**   * Slippery surfaces * Uneven, sloping or soft ground * Fall from ladder * Fall from roof * Falling objects | | * Fall from height * Fractures etc. * Head/body injuries | | Maintain 3 points of contact at all times when using ladders.Do not use ladders on slippery surfacesEnsure ladder is stable and on even ground. Where possible an alternative method of working is used. E.g. using an extendable pole to clean high-level areas.  * Wear appropriate footwear * Tools are carried on a tool belt * Equipment is not carried whilst climbing the ladder and is raised to height by pulling up with rope.  Consider other methods of access e.g. an elevated work platformEnsure the area around the ladder is bunted off. A safety zone is established around the base of the ladder.If another worker is footing the ladder the worker is to wear a hard hat.Display caution signs (see below) *Pedestrians prohibited* | | |
| **Extreme Temperatures**   * Severe storms – rain, lightning, thunder * Extreme heat | | * Cold or heat stress * Struck by lightening * Death * dehydration | | Ladders must not be used in severe storms.  * During summer, when working outdoors, appropriate PPE must be worn (hats, sunglasses, long sleeve shirts, sunscreen etc). * On extremely hot days, work to be scheduled for cooler times of the day. | | |
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| **Authorised by:** |  | **Signature:** |  | **Date:** |  |

**Review hazard/risk assessment if task or circumstances change and at intervals appropriate to the level of risk (minimum 5 years).**

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| **Step 4: Monitor & review:**  (Refer to hazard sheet)  **Please tick Yes or No** | | | | | | | | |
| **Were the controls effective?** | | | | **Were there any unforeseen hazards/ incidents?** | | | | **New controls** |
| **Yes** |  | **No** |  | **Yes** |  | **No** |  |
| **DETAILS** | | | | **DETAILS** | | | | **DETAILS** |
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| **Name:** |  | **Signature:** |  | **Date:** |  |