

Statutory Ladder Inspection

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Chair - Training Committee



Presentation Aim

- Pre-use inspection and formal inspection
- Statutory Requirements affecting Ladder/Stepladder inspection
- Who is responsible?
- How the Ladder Association can help



They're only ladders and stepladders!!



but, EVERY WORK DAY there are 2 million ladders in use



Is this ladder ok to use?



Pre-Use Check or Formal Inspection?

Extract from the Ladder Association Standard Course

PRE-USE CHECK

Before Use → Before the ladder / stepladder is deployed

Before Ascending → Each time the ladder / stepladder is moved, or you return to use after having been away

FORMAL INSPECTION

Regular Detailed Inspection → By a **competent** person, at set intervals depending on frequency of use

Maintain Records of Detailed Inspections → Keep a register if you have a number of ladders / steps



Statutory Requirements

Work at Height Regs

Every employer shall ensure that work equipment exposed to conditions causing deterioration which is liable to result in dangerous situations is inspected -

- a) at suitable intervals; and*
- b) each time that exceptional circumstances which are liable to jeopardise the safety of the work equipment have occurred*

to ensure that health and safety conditions are maintained and that any deterioration can be detected and remedied in good time



Statutory Requirements

Provision and Use of Work Equipment Regs

Competent Persons:

Anyone that inspects Work Equipment must be competent to do so - They must know:

- What to look **AT** (able to identify key components)
- What to look **FOR** (fault finding)
- What to **DO** (how to report faults, what records to keep and who to report defects to)



Statutory Requirements

Provision and Use of Work Equipment Regs

Records:

....inspection record shall include:

- Type and model of equipment + Identification marks
- Normal location
- Date of inspection + Name of inspector
- Faults found and/or action taken
- Who faults reported to
- Date repairs or other actions completed

(acop section 163)



Statutory Requirements

Provision and Use of Work Equipment Regs

Frequency Of Inspection:

- **LENGTHENED** - if inspection history shows deterioration is negligible
- **SHORTENED** – if substantial amounts of deterioration detected at each inspection

(acop section 160)

the Ladder Association guidance: 3/6/12 months



How the Ladder Association can help

Means to create the Competent Inspector:
Ladder & Stepladder Inspection Course *and*
supporting documentation



Ladder & Stepladder Inspection Course Content

- Legal requirements and guidance
- Initial inspection
- Asset register
- Inspection procedures
- Inspection Documentation
- Manufacturing techniques
- Maintenance/repairs



Maintenance

Maintenance tasks such as:

- Lubrication – wheels/hinges/slides
- Cleaning – paint/mud/grease/oil
- Tightening – nuts/bolts/screws

Should only be done in accordance with recommendations of the manufacturer



Repairs

Replacing Components Such As:

- Feet
- Fixings
- Ropes

Repairs should only be undertaken by the manufacturer, or an approved agent



Course Content

- Legal requirements and guidance
- Initial inspection
- Asset register
- Inspection procedures
- Inspection Documentation
- Manufacturing techniques
- Maintenance/repairs
- Disposal
- Theory and Practical Tests



Certification

Valid for 5 Years

the LADDER ASSOCIATION

Training Competence Certificate

Category Title: _____ 2

Having successfully completed the training programme and the tests specified below and has been awarded the Ladder Association Training Competence Certificate

BLM _____

LadderCard

The holder has completed the Ladder Examination Theory and practical tests in the training programme and in the tests specified below and has been awarded the Ladder Association Training Competence Certificate.

the LADDER ASSOCIATION

Certificate No: 000926

Instructor No: 138

Level: User

Category: Steps Training Ltd

Holder's Name: John Smith

Date of Expiry: 1/5/12

John Smith
Registered Instructor on behalf of BLMA

Wednesday, 19 May 2005

Date Issued (Holder's Name)

54321

Certificate Number

the Ladder Association
PO Box 183, Leeds, LS11 1AG
www.ladders-blma.co.uk



Asset Recording



Step Ladder Asset Record

Details Of Step Ladder	
1. Ref:	2. Material: Aluminium <input type="checkbox"/> Fibre Glass <input type="checkbox"/> Timber <input type="checkbox"/> Steel <input type="checkbox"/>
3. Number Of Treads (Excl Platform/Top Rail):	
4. Type: Swingback <input type="checkbox"/> Platform <input type="checkbox"/> Combination <input type="checkbox"/>	
5. Manufacturing Standard: BS Class 1 (Industrial) <input type="checkbox"/> BS Class 2/ EN131 (Light Trade) <input type="checkbox"/>	
6. Manufacturer's Model Number/Reference:	
7. Date Of Purchase:	8. Date First Put Into Service:

Details Of Manufacturer	
9. Manufacturer:	
10. Address:	
11. Telephone:	
12. Fax:	
13. Website:	
14. Email:	

Details Of Supplier	
15. Supplier:	
16. Address:	
17. Telephone:	
18. Fax:	
19. Website:	
20. Email:	
21. Invoice Number:	
22. Purchase Order Number:	

Disposal	
23. Lost <input type="checkbox"/> Stolen <input type="checkbox"/> Scrapped <input type="checkbox"/>	
24. Date Of Disposal:	

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Leaning Ladder Asset Record

Details Of Ladder	
1. Ref:	2. Material: Aluminium <input type="checkbox"/> Fibre Glass <input type="checkbox"/> Timber <input type="checkbox"/>
3. Number Of Rungs Per Section:	
4. Number Of Sections: 1 Section <input type="checkbox"/> 2 Section <input type="checkbox"/> 3 Section <input type="checkbox"/> 4 Section <input type="checkbox"/>	
5. Manufacturing Standard: BS Class 1 (Industrial) <input type="checkbox"/> BS Class 2 / EN131 (Light Trade) <input type="checkbox"/>	
6. Manufacturer's Model Number/Reference:	
7. Date Of Purchase:	8. Date First Put Into Service:

Details Of Manufacturer	
9. Manufacturer:	
10. Address:	
11. Telephone:	
12. Fax:	
13. Website:	
14. Email:	

Details Of Supplier	
15. Supplier:	
16. Address:	
17. Telephone:	
18. Fax:	
19. Website:	
20. Email:	
21. Invoice Number:	
22. Purchase Order Number:	

Disposal	
23. Lost <input type="checkbox"/> Stolen <input type="checkbox"/> Scrapped <input type="checkbox"/>	
24. Date Of Disposal:	

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Inspection Documentation

Results Of Inspection

Results Of Inspection	
7. End Caps	OK <input type="checkbox"/> Quarantine <input type="checkbox"/> Scrap <input type="checkbox"/>
8. Stiles	OK <input type="checkbox"/> Quarantine <input type="checkbox"/> Scrap <input type="checkbox"/>
9. Rungs	OK <input type="checkbox"/> Quarantine <input type="checkbox"/> Scrap <input type="checkbox"/>
10. Feet	OK <input type="checkbox"/> Quarantine <input type="checkbox"/> Scrap <input type="checkbox"/>
11. Fixings	OK <input type="checkbox"/> Quarantine <input type="checkbox"/> Scrap <input type="checkbox"/>
12. Guide Brackets	OK <input type="checkbox"/> Quarantine <input type="checkbox"/> Scrap <input type="checkbox"/> N/A <input type="checkbox"/>
13. Rung Hooks	OK <input type="checkbox"/> Quarantine <input type="checkbox"/> Scrap <input type="checkbox"/> N/A <input type="checkbox"/>
14. Locking Catches	OK <input type="checkbox"/> Quarantine <input type="checkbox"/> Scrap <input type="checkbox"/> N/A <input type="checkbox"/>
15. Ropes & Pulleys	OK <input type="checkbox"/> Quarantine <input type="checkbox"/> Scrap <input type="checkbox"/> N/A <input type="checkbox"/>
16. Wall Running Wheels	OK <input type="checkbox"/> Quarantine <input type="checkbox"/> Scrap <input type="checkbox"/> N/A <input type="checkbox"/>
17. Stiffness	OK <input type="checkbox"/> Quarantine <input type="checkbox"/> Scrap <input type="checkbox"/> N/A <input type="checkbox"/>
18. Function	OK <input type="checkbox"/> Quarantine <input type="checkbox"/> Scrap <input type="checkbox"/> N/A <input type="checkbox"/>



Recording Inspections

RECORD OF INSPECTION

the
LADDER

ID Number: 0137

Inspected By: *Name of Inspector*

Date: 21 May 2008

Expiry Date: (**See Below*)

IMPORTANT – Use of any work at height equipment should **only** be undertaken by users who are trained and competent. Contact the Ladder Association for details of training courses and local approved training centres.

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ASSOCIATION

The Ladder Association Secretariat, PO Box 183, Leeds LS11 1AG

telephone: 0845 260 1048 • website: www.ladderassociation.org.uk

**Expiry date should be decided on the basis of guidance and anticipated frequency of use, etc.*

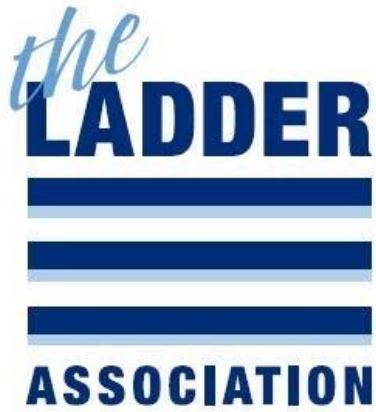
the
LADDER
ASSOCIATION

AIF
ACCESS INDUSTRY FORUM

Summary

- It is the duty of employers to ensure an inspection routine is in place
- Inspector is Competent
- Assets and Inspections Recorded
- One day course available through approved training centres





Any Questions?

