## ONLY RECORD WHAT YOU ACTUALLY OBSERVE

**Task** *(What was being done):*

**Hazard** *(What the EE was exposed to):*

**Unsafe Behavior** *(What the EE was doing):*

**Why** *(Reason EE was behaving this way):*

## AGREEMENT:YES OR NO *(circle one)*

**Solution:**

## COMMITMENT:YES OR NO *(circle one)*

**Comments:**

## APPROPRIATE RATED LADDER IS USED FOR TASK:YES OR NO

| DUTY RATING | RATED USE | CSA CODE | ANSI |
|---|---|---|---|
| Light Duty 200 lb rated | Light Duty Household | Grade 3 | Type III |
| Medium Duty 225 lb rated | Med Duty Commercial | Grade 2 | Type II |
| Heavy Duty 250 lb rated | Heavy Duty Industrial | Grade 1 | Type I |
| Extra Heavy Duty 300 lb rated | Ex Heavy Duty Industrial | N/A | Type IA |
| Super Heavy Duty 375 lb rated | Super Heavy Duty | N/A | Type IAA |

## OBSERVATION CRITIQUE

DID THE OBSERVER:

1. *Notify you before performing an observation?*
   YES or NO
2. *Point out the good things you were doing first?*
   YES or NO
3. *Review any unsafe behaviors with you?*
   YES or NO

The purpose of this program is to improve work conditions, and is not designed as a tool for disciplinary action. As a result, names of observed employees are not recorded or disclosed.

This material is for informational purposes only and is not intended to provide specific solutions for any potentially unsafe conditions. Amerisure assumes no duty or obligation to any party in providing this information.

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# AMERISURE'S OBSERVATIONAL SAFETY PROGRAM

## FALL PROTECTION

## LADDER

## OBSERVATIONAL CHECKLIST
FOCUSED LADDER OBSERVATIONS

Directions: Observe only 1-2 employees at a time. Mark both observed and unobserved behaviors or conditions with Yes, No, or Not Applicable. If No, choose the most applicable Hazard # that corresponds with the observed condition or behavior. Common hazards that exist in these unsafe conditions have been noted below each item.

### POTENTIAL HAZARDS RESULTING FROM BEHAVIORS AND/OR CONDITIONS CREATED AND/OR ALLOWED BY EMPLOYEE/EQUIPMENT:

1. Fall – Improper Ladder Class
2. Fall – Improper Ladder Use
3. Fall – Ladder too Short
4. Fall – Damaged Ladder
5. Fall – Altered Ladder
6. Fall – Brace Failure
7. Fall – Ladder Feet Failure
8. Fall – Rail Failure
9. Fall – Rung Failure
10. Fall – Overload Failure
11. Fall – Unstable Ladder
12. Fall – Unstable Ladder Feet
13. Fall – Slippery Footing
14. Fall – Slippery Surface
15. Fall – Tipping Ladder to Side
16. Fall – Unsecured Ladder Tip
17. Fall – Improper Angle
18. Trip – Landing Area
19. Fall – Bumped Ladder
20. Fall – Awkward Work
21. Fall – Load Carrying
22. Fall – No 3 Point Contact

### IF MORE THAN TWO UNSAFE CONDITIONS AND/OR BEHAVIORS ARE OBSERVED:

1. Stop the Observation
2. Remove/Correct Hazards
3. Note in Comment Area

## OBSERVED CONDITION OF LADDER AT TIME OF USE

| | Y | N | N/A | HAZARD # |
|---|---|---|---|---|
| Proper ladder used for task (1, 2, 10) | | | | |
| Evidence ladder was inspected prior to use (tags, labels present, condition) (4, 5, 6, 8, 9) | | | | |
| Proper ladder materials for task (aluminum, wood, fiberglass, etc) (1) | | | | |
| Ladder is not painted and can be properly inspected for cracks and splits (4, 5, 8, 9) | | | | |
| Ladder feet are present, non-slip and in good condition (7, 11, 12) | | | | |
| Rungs are free from dirt/mud (2, 13) | | | | |
| Rungs are evenly spaced and free of cracks, splits (9) | | | | |
| Rails are straight and free of cracks, splits (8) | | | | |
| All nails, screws and bolts are tight (4, 10, 11) | | | | |
| Step ladder spreaders are free of bends & damage (4, 6) | | | | |
| Extension ladder rope is free of damage and fraying (4, 11) | | | | |
| Extension ladder locks are free of damage (4, 11) | | | | |
| Aluminum ladder is free of dents and bends (4, 8, 9) | | | | |
| Aluminum ladder is corrosion free (4, 8, 9) | | | | |
| Fiberglass ladder is free of cracks (4, 8, 9) | | | | |
| Ladder is free of obvious alterations (4, 5) | | | | |

### OBSERVATION DATA SHEET

Company Name:_____

Location of Observation:_____

Date of Observation:_____

Name of Observer:_____

Number of Individuals Observed:_____

## OBSERVED BEHAVIORS AT TIME OF USE

| | Y | N | N/A | HAZARD # |
|---|---|---|---|---|
| Access areas are free of debris and trip hazards (18) | | | | |
| Extension ladder has 4 rungs above feet. (3) | | | | |
| Extension ladder rungs overlap by 4 rungs (3) | | | | |
| Extension ladder is properly secured and/or tied off (11, 15, 16) | | | | |
| Extension ladder has proper set up angle (1' for every 4' in height) (17) | | | | |
| Step ladders braces/spreaders are fully extended and tight (11) | | | | |
| Step ladder is tall enough for operation(top 3 steps unused) (3) | | | | |
| Placed ladder on a firm, level and non-slip surface (not placed on boxes, blocks and crates, etc) (12, 14, 18) | | | | |
| Ladder is protected from doorways, driveways, passageways, wall openings and floor openings (19) | | | | |
| 3 points of contact are maintained at all times (20, 21, 22) | | | | |
| Employee maintains a body position that keeps his/her belt buckle between rails (15) | | | | |
| Working position prevents ladder from tipping (work is in front of ladder) (20, 21, 22) | | | | |
| Employee is free from carrying loads (21, 22) | | | | |
| Employee shoes are free of mud, oil, etc (13) | | | | |

### TYPE OF LADDER:

- ☐ Extension
- ☐ Step
- ☐ Platform
- ☐ Job-Made

### CONSTRUCTION OF LADDER:

- ☐ Wood
- ☐ Metal
- ☐ Fiberglass
- ☐ Other: