

NBSIA Member Services Safety Bulletin

January 2017

STEP STOOL SAFETY



Using a chair, desk, or other nearby object to stand on is unfortunately a common practice—one that leads to numerous injuries per year. These injuries are often severe and costly. While it may seem quicker

and easier to grab a nearby chair, getting a step stool or ladder and using it safely is both more efficient and much safer.

Take the time to go get a step stool or ladder. Be mindful of safe work practices and follow these guidelines when using a step stool or step ladder.

Safety Checklist

Before you use the ladder or step stool, carefully inspect the equipment.

- Is it in proper working order?
- Is it stable?
- Are the feet level?
- Is this the right size equipment for the job?

If it is damaged or wobbles, do not use it, and report it to your supervisor.

Wear proper shoes.

- Do not wear open toe shoes or high heels.
- Slip-resistant shoes are best.

Maintain three points of contact with the equipment (two feet and one hand, or one foot and two hands.)

Do NOT stand on the top step of the ladder. Maximum safe working height is two rungs from the top.

Do NOT stack step stools, chairs or any other furniture or use inappropriate equipment to reach a height.

Do NOT overreach or extend your body beyond the lines of the ladder or stool.

Always face the ladder and proceed slowly when climbing or descending.

Do NOT hold objects in your hands while climbing or descending.

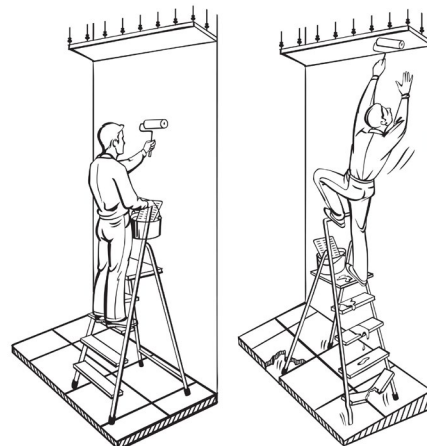
Do NOT reach over or to the side while on the equipment. Get down and move the ladder over instead.

Keep your body centered on the middle of the ladder.

Avoid lifting or carrying heavy items while climbing up or down the ladder.

All ladders have a weight capacity posted on it. The weight capacity includes the person AND any materials being carried. Do not exceed the weight capacity.

If using a folding step ladder ensure it is completely expanded and in the locked position.



Always remain centered on the equipment. Stretching or reaching can cause you to lose balance and fall.

Remember that accidents are still possible. But when following safe work practices, they are much less likely to occur. Your safety and well being are worth the time and effort.

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