

GB Instruction **A. List of items to be inspected.** For regular inspection, the following items shall be taken into account: **1)** check that the stiles/legs (uprights) are not bent, bowed, twisted, dented, cracked, corroded or rotten; **2)** check that the stiles/legs around the fixing points for other components are in good condition; **3)** check that fixings (usually rivets, screws or bolts) are not missing, loose, or corroded; **4)** check that rungs/steps are not missing, loose, excessively worn, corroded or damaged; **5)** check that the hinges between front and rear sections are not damaged, loose or corroded; **6)** check that the locking stays horizontal, back rails and corner braces are not missing, bent, loose, corroded or damaged; **7)** check that the rung hooks are not missing, damaged, loose or corroded and engage properly on the rungs; **8)** check that guide brackets are not missing, damaged, loose or corroded and engage properly on the mating stile; **9)** check that ladder feet end caps are not missing, loose, excessively worn, corroded or damaged; **10)** check that the entire ladder is free from contaminants (e.g. dirt, mud, paint, oil or grease); **11)** check that locking catches (if fitted) are not damaged or corroded and function correctly; **12)** check that the platform (if fitted) has no missing parts or fixings and is not damaged or corroded. If any of the above checks cannot be fully satisfied, you should NOT use the ladder. **B. Basic safety marking and user instructions for all ladders:** **1)** Warning, fall from the ladder. **2)** Refer to instruction manual/booklet. **3)** Inspect the ladder after delivery. Before every use visually check the ladder is not damaged and is safe to use. Do not use a damage ladder. **4)** Maximum total load; **4A)** 125kg (look at suitable pictogram on lader. **4B)** 150kg (look at suitable pictogram on ladder). **5)** Do not use the ladder on a unlevel or unfirm base. **6)** Do not overreach. **7)** Do not erect ladder on contaminated ground. **8)** Maximum number of users. **9)** Do not ascend or descend unless you are facing the lader. **10)** Keep a secure grip on the ladder when ascending and descending. Maintain a handhold whilst working from a ladder or take additional safety precautions if you cannot (Does not apply to stools). **11)** Avoid work that imposes a sideways load on ladders, such as side-on drilling through solid materials. **12)** Do not carry equipment which is heavy or difficult to handle while using a ladder. **13)** Do not wear unsuitable footwear when climbing a ladder. **14)** Do not use the ladder if you are not fit enough. Certain medical conditions or medication, alcohol or drug abuse could make ladder use unsafe. **15)** Do not spend long periods on a ladder without regular breaks (tiredness is a risk). **16)** Prevent damage of the ladder when transporting e.g. by fastening and, ensure they are suitably placed to prevent damage. **17)** Ensure the ladder is suitable for the task. **18)** Do not use the ladder if contaminated, e.g. with wet paint, mud, oil or snow. **19)** Do not use the ladder outside in adverse weather conditions, such as strong wind. **20)** For professional use a risk assessment shall be carried out respecting the legislation in the country of use. **21)** When positioning the ladder take into account risk of collision with the ladder e.g. from pedestrians, vehicles or doors. Secure doors (not fire exits) and windows where possible in the work area. **22)** Warning, electricity hazard. Identify any electrical risks in the work area, such as overhead lines or other exposed electrical equipment and do not use the ladder where electrical risks occur. **23)** Use non-conductive ladders for unavoidable live electrical work. **24)** Do not use the ladder as a bridge. **25)** Do not modify the ladder design. **26)** Do not move a ladder while standing on it. **27)** For outdoor use caution to the wind. **28)** If a ladder is delivered with stabilizer bars and these bars should be fixed by the user before the first use this shall be described on the ladder and in the user instruction. **29)** Ladder for domestic use (look at suitable pictogram on ladder). **30)** Ladder for professional use (look at suitable pictogram on ladder). **31)** Use in right position. **D. Additional safety marking and user instructions for standing lader:** **1)** Do not step off the side of standing ladder onto another surface. **2)** Open the ladder fully before use. **3)** Use the ladder with restraint devices engaged only. **4)** Standing ladders shall not be used as a leaning ladder unless it designed to do so. **5)** Do not stand on the top two steps/rungs of a standing ladder without a platform and a hand/knee rail. **6)** Any horizontal surface which looks like a platform on a standing ladder that is not designed for standing on (e.g. a plastic work tray) shall be clearly indicated on that surface (only if necessary due to design of ladder). **H. Repair, maintenance and storage:** **1)** Repairs and maintenance shall be carried out by a competent person. NOTE A competent person is someone who has the skills to carry out repairs or maintenance, e.g. by a training by the manufacturer. **2)** For repair and replacement of parts, e.g. feet, if necessary contact the producer or distributor. **3)** Ladders should bze stored in accordance with the producer's instructions. **4)** Ladders made of or using thermoplastic, thermosetting plastic and reinforced plastic materials should be stored out of direct sunlight. **5)** Ladders made of wood should be stored in a dry place and shall not be coated with opaque and vapour-tight paints.

