# Ladder Safety Tips

## Ladder Selection

- **Non-conductive materials**, such as fiberglass, when doing electrical work.
- Make sure your ladder can handle the combined weight of you and your tools by checking the label.
- Choose a ladder that is **tall enough** for you to safely reach your work area and access your task while following the manufacturer’s instructions.

## Set-up

- **Straight or extension ladders**:
  - Use the 4-to-1 rule: For every 4 feet up, place the base of your ladder 1 foot out. Make sure the ladder extends three feet (3 rungs) above the landing.
  - **Stepladders**:
    - Fully open and lock the spreader bars. Only set up on stable and level surface.

## Dos and Don'ts of Use

**Dos**
- Use the **belt-buckle rule** by keeping the middle of your body between the siderails.
- Keep it to **one person per ladder** unless specifically designed for more than one climber.
- Follow **manufacturer's instructions** for use.
- Perform an inspection on ladders before using.

**Don'ts**
- Purchase or use of **wooden ladders** is prohibited.
- Use a ladder that had damaged or missing parts, sways or is unstable.
- **Modify** ladders in any way.
- Use a ladder when tired, dizzy, prone to losing balance.
- Use a ladder outside during **high winds or storms**.
- Attempt to move a ladder while standing on it.
- Lean stepladder against the wall when closed unless it is designed to be used that way.
- Place the ladder in front of a closed door that could be opened into the ladder.
- Leave items on top of ladder unattended.

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For more information on specific ladders, check out these videos from the American Ladder Institute: https://www.americanladderinstitute.org/page/lstvideos.