

Safe System of Work OPERATING AND SAFETY INSTRUCTIONS FOR Testing ladders.

Name: Training Date:.....

	Instruction	Understood ✓ or X
1	Please be aware you are testing the ladders to find where or if they fail. Please make sure you are happy to do the next climb and follow the steps below.	
2	Take a few minutes to look at what you are going to be doing and make sure you are doing it the safest way. safety boots must be used.	
3	Before Climbing the ladder, ensure the following safety check has been carried out, and repeat every 5 times you climb.	
4	Make sure treads in good condition no cracks in the plastic parts. Steps must be free from dirt/grease on the treads. Please contact Any issues please contact Andrew before anymore testing takes place.	
5	Do not use the ladder if rungs are bent or distorted. Any issues please contact Andrew before anymore testing takes place.	
6	Loose treads could make the ladder unstable. Check the ladder tread bolts for tightness. Any issues please contact Andrew before anymore testing takes place.	
7	Check the welded joint between the flange and tube for signs of cracking, splitting or distortion. Check also the bolts fixing the flange to the wooden frame aren't pulling through the wood. If any issues or uncertain, please contact Andrew before anymore testing takes place.	
8	Keep three points of contact with the ladder, making sure a safe handhold when moving the feet.	
9	Make sure the ladder fixing is ok every 5 climbs. Record any finding in the comment's column. Please stop if unsure.	
10	Do not use the testing ladder unless trained and authorised by Andrew or your Manager	

I have received the above training and fully understand every point that was explained to me. I confirm that I will wear the required PPE equipment when testing the ladders. I will ask for further training if I need to and will immediately inform Andrew Feeley or my manager if there are any issues with doing the test.

Name:

Signed: Date:.....

I confirm that I have trained the aforementioned person and that they fully understand how to use the above equipment and have received the required PPE equipment and know to inform me immediately of any issues with the equipment or if they require further training.

Name:(Authorised Trainer)

Signed Date: