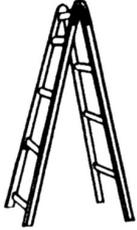




# Safety Instructions

THESE INSTRUCTIONS MUST BE READ BY THE USER BEFORE  
ERECTING THE EQUIPMENT.



## 10.7 Stepladders, Trestles & Staging

- This equipment is designed to be operated by someone with normal ability. Persons with a disability or injury must assess whether their disability, when using the equipment, will affect their health and safety and the safety of others.
- It should only be operated by someone with experience of similar equipment.
- This equipment must not be used by anyone whose competence is impaired, for example by drink or drugs.

Trestle platforms are intended for light work of short duration only, such as painting and decorating. For heavier jobs such as building work of longer duration, use other means of access such as tower scaffolds, scaffolding or powered work platforms.

- 1 Wear personal protective equipment as necessary. It is certain that a hard hat will be required and probably boots with steel toecaps will also be necessary.
- 2 **CHECK** that stepladders, trestles, boards and staging are in good condition before use. Wood should be checked for splits, warping and rot, and metal (steps or trestles) checked for bent, rusted or corroded members.
- 3 Trestles and step ladders must only be used on firm level surfaces and should be placed at right angles to the work whenever possible.
- 4 **DO NOT** use folding trestles or steps by leaning them against a wall in order to support staging.
- 5 **ALWAYS** spread step ladders and folding trestles to their fullest extent.
- 6 When supporting boards or staging at each end with trestles (or steps) the distance between the two supporting bearers should be no more than:
  - a) 1.2m with 38mm (1½ in) boards;
  - b) 2.4m with 63mm (2½ in) boards;
  - c) The manufacturer's recommended distance with staging.
- 7 The width of all trestle platforms above a height of 2m must not be less than 600mm.
- 8 Precautions must be taken to prevent falling from a trestle platform, which will depend on the distance it is possible to fall.

The following should be used as a guideline:

- Precautions will always be necessary if it is possible to fall on to sharp objects etc that could cause injury.
  - Where there is a risk of injury from falling, appropriate precautions must be taken, even when the distance of the fall is small. This would normally be the enclosure of the platform with guard rails and toe boards. If this is not practicable then other means must be used such as safety harnesses, safety nets etc.
  - Above 3.5m - the trestles should be tied into the building to give them extra stability.
- 9 The anchoring points of safety harnesses or safety nets must be strong enough to stop your fall.
  - 10 A trestle platform should not be used on a scaffold platform. However, if this is found to be necessary then the trestle must be secured to the scaffold platform and braced. Space must be left for the free movement of men and materials.
  - 11 Access to trestle platforms should be by means of a stepladder only.
  - 12 Climb the stepladder using both hands and facing the steps.
  - 13 Avoid carrying tools and materials when climbing, but if this is absolutely necessary, lift the materials in stages by standing still and holding the stepladder with one hand as you lift with the other.
  - 14 Climb on and off the platform with great care to avoid toppling.
  - 15 **DO NOT** over-reach on a trestle platform or stepladder; it can topple or you could overbalance.
  - 16 **DO NOT** try to extend the height of stepladders or trestle platforms by placing blocks or boards under their legs or on the platform.
  - 17 Work should not be carried out from the top platform of a stepladder unless there is a handhold at least 1m above the platform.
  - 18 One person only should use a stepladder at any one time.
  - 19 The rear parts of a stepladder should not be used as a foot hold.

- 20 **DO NOT** allow other persons or animals to stray into the area below where you are working or on to the platform.
- 21 Be aware that too much force on a tool could cause a stepladder or a platform that is not tied to the building to overbalance.
- 22 **DO NOT** allow tools and materials to clutter the work platform. They should be kept in boxes or containers if there are no toeboards on the platform.
- 23 When moving trestle platforms and step ladders, remove all tools and materials from the platform. Dismantle and fold the trestles and step ladders before moving.
- 24 **DO NOT** attempt repairs. Contact the Hire Company.



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This leaflet is one in a comprehensive series of equipment safety instructions available from the CPA