

GENERAL LADDER INSTRUCTIONS



SAFETY IN EVERY STEP

wibe
LADDERS

SAFETY IN EVERY STEP

When you choose a ladder from Wibe Ladders there's one thing you can be sure of. Every fitting, every material and every solution has been examined in the minutest detail and carefully designed to ensure your safety. This runs throughout the whole of our extensive range, from our sturdy trestle steps and tradesmen's ladders to scaffolding and escape ladders.

For maximum safety you, the user, also need to contribute. This folder presents the basics that you need to know regarding ladders, from performing maintenance to erecting and using them correctly.

These ladder instructions are in accordance with EN 131-3:2007.

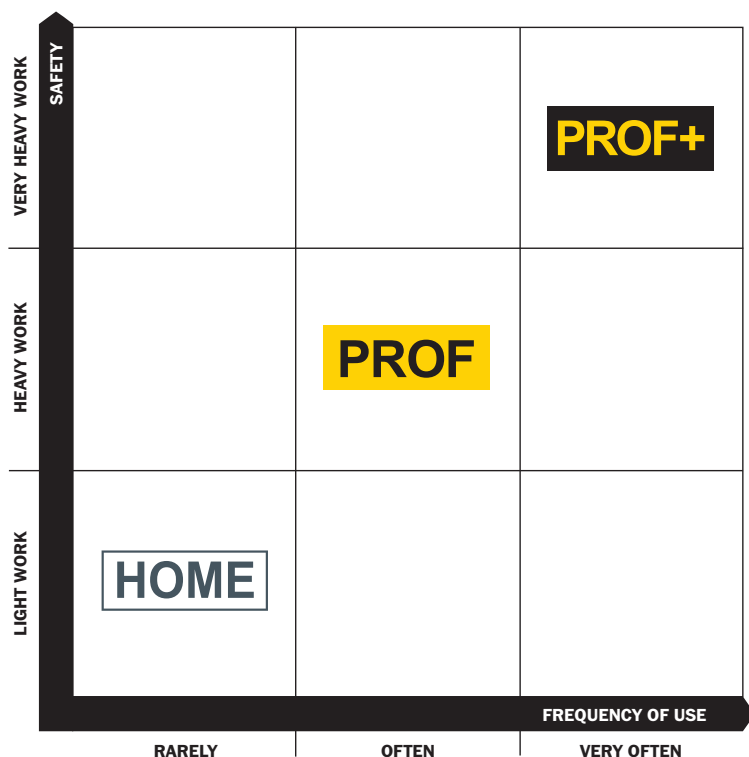
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CHOOSE THE RIGHT PRODUCT

The basis of working safely is to choose the right product for the right task.

It all depends how often you use it and how heavy the work is that you intend to carry out.



PROF+

For more challenging applications

Additional anti-slip protection, well-proportioned locking mechanisms and rough-textured anti-skid devices give these products stability and good anti-skid characteristics. The products will exceed the requirements contained in standards and working environment regulations.

PROF

For everyday use

Strong aluminium profiles, well-proportioned standing surfaces and treads make these products suitable for everyday use. The products meet the requirements contained in standards and Swedish working environment regulations.

HOME

For less challenging applications

These products are user-friendly, easy to carry and store, and therefore suited for lighter work indoors and for occasional work outdoors. The products meet the requirements contained in standards and Swedish working environment regulations.

RIGHT WORKING HEIGHT – RIGHT ERGONOMICS



Low heights Trestle steps and step stool ladders for working at low heights, such as on electrical installations or for domestic use.



Moderate heights Step ladders and working platforms for working at slightly higher heights.



Serious heights Ladders for accessing roofs for example, and scaffolding for working at height.



APPROVED FOR A GOOD WORKING ENVIRONMENT

A number of selected Wibe Ladders trestles and ladders carry a "Good Work Environment label". It is the result of Wibe Ladders collaboration with the RS-group consisting of NCC, Veidekke, Svevia, Skanska, PEAB and JM, in an initiative that aims to increase user safety of trestles, ladders and platforms. Basically it's about contributing to safe work environments and the elimination of "hazardous" products from construction sites over time. Wibe Ladders became involved in the project, as the leading supplier of ladders and trestles, and has together with the partners developed a selection of products that meet all the demands. All products that carry the "Good Work Environment label" exceed the legislative demands and EU guidelines. Each product is the result of years worth of knowledge, experience and product development that has lead up to the highest possible quality and safety according to today's standards.

It's not certain that a ladder is the best choice. Especially if you will be working with both hands, use a lot of force, lift heavy or work over a large area. The ground can also be too slippery or too uneven for erecting a ladder on. Alternative choices could be a sky lift or a scaffold. But there is also easier equipment like for example trade scaffolding or working platforms. We also have rolling towers in our range. Contact our customer service if you want more information about what to use when working at heights.

THINK BEFORE

- At what height will you work?
- Will you use both hands?
- Will you use force?
- Will you work for a longer time period?

USE THE RIGHT ACCESSORIES FOR EVEN GREATER SAFETY

Wibe ladders offers a wide variety of accessories for your ladders that increases your safety and makes your work more comfortable and efficient. A few products are presented here below but for a more complete presentation you can visit our website www.wibeladders.com.



One of the most common accidents when working on ladders is that the top of the ladder slides sideways. Therefore Wibe Ladders offers a number of solutions for securing the ladder at the top.



Another common cause for accidents is that the ladder is unstable because it has been placed on uneven or unstable ground. We have a number of products that helps to keep both ladders and trestles more stable on uneven ground.



Using a movable standing plate gives you a safer and more comfortable stance on the ladder and it folds away so you can easily climb past it.



The tool holder lets you put your tool away so you can use your hand for other tasks and with extra hand rails can give you a more safe and comfortable grip on the ladder.

LEVELLING SAFETY LEGS

With Wibe Ladders' safety legs levelling is made easy, and both top slide and base slide is prevented. No drilling is required to fit them, and they are easily locked in closed or open position by means of a knob. When being transported they lie along the ladder's side, taking up a minimum of space.

- Increase ladder width by 400 mm per side.
- The result is that ladders can be erected even if there are differences of surface level; can be vertically adjusted through 0–300 mm.
- When transported, the supporting legs are folded parallel to the sides so as not to take up space.
- Anti-skid devices for extra safety.



SAFETY YOU CAN RELY ON.

All our products are subjected to testing by SP – the Technical Research Institute of Sweden – for type approval in accordance with current standards. In addition, we also regularly perform our own tests, supervised by a third party agency, so that we can be sure that all our products meet the high standards we claim of them. You see, for us there is in only one thing that counts – that you should be able to trust us to put safety first at each and every step.

The Swedish Work Environment Act contains regulations governing the duties of employers and other persons responsible for safety in respect of promoting safety and preventing accidents in the workplace. Regulation AFS 2004:3 of the Swedish Work Environment Authority details the requirements and obligations governing the working environment in terms of ladders and trestle steps. All of our products meet these high requirements and are therefore permitted to carry a label certifying that the ladder has been approved.



TYPE TESTED

SP, the Technical Research Institute of Sweden, has the task of auditing products and structures to ensure they meet safety and environmental requirements. SP applies the provisions of both Swedish and international standards. For ladders, the EN 131 European Standard applies, as well as the rather more stringent regulations of Swedish Standard SS 2091.



TYPE TESTING OF LADDERS, TRESTLE STEPS AND STEP STOOL LADDERS

When SP inspects ladders, it uses European Standard EN 131 as well as the rather more stringent regulations of Swedish Standard SS 2091. These requirements are imposed by the Swedish Work Environment Authority in Regulation AFS 2004:3 to protect your safety. All of our ladders, trestle steps and step stool ladders meet these high requirements and are therefore permitted to carry a label certifying that the ladder has been approved. Our certificate for portable ladders bears the number 102 102.



TYPE TESTING OF SCAFFOLDING

Our scaffolding is type tested to AFS 1990:12 and approved to Swedish Standard SSKD 1004, load class 3. Our certificates for scaffolding have the following numbers: 249 401, 249 402, 249 403, 249 405, 102 104 and 102 105.



TESTING OF ROOF PRODUCTS

SP, the Technical Research Institute of Sweden, tests and certifies roof safety products. A description of the requirements is contained in SP's "Certification Rules for Roof Safety Products", SPCR 014. Once these requirements are met, the products are awarded the P-mark. Our certificate for roof safety products bears the number 102 101.



P-TESTING

The P-mark means that, as a minimum, the product meets statutory and authority requirements, and, in most cases, even more stringent requirements. The P-mark means firstly that the product has been type-tested, and secondly that the manufacturer's own inspections and testing are monitored by SP. Don't forget to ask for the P-mark if you want to buy a quality product. The certification rules for P-marking of portable ladders are described in SPCR 064. Our P-testing certificate carries the number 102 103.

THE MOST COMMON CAUSES FOR ACCIDENTS

If you know the causes for accidents you have a better chance of avoiding them. For leaning ladders the most common type of accident is that the ladders slips against the surface. Either the bottom slides outwards or the top slides sideways. These types of accidents make up about 75% of all accidents. For standing ladders the by far most common accident is that the ladder stands unsteady on uneven ground or that the ground is so weak that it gives way. Below follows a list of the most common causes for accidents and risk to take into account when working on ladders.

Loss of stability:

- Incorrect positioning of the ladder (such as incorrect angle for leaning ladder or not fully opening a standing ladder).
- Slide outwards at the bottom (such as bottom of the ladders sliding away from the wall).
- Side slip, falling sideways and top flip (such as overreaching or fragile top contact surface).
- Condition of the ladder (such as missing anti-slip feet).
- Stepping off an unsecured ladder at height.
- Ground conditions (such as unstable soft ground, sloping ground, slippery surfaces or contaminated solid surfaces).
- Adverse weather conditions (such as windy conditions).
- Collision with the ladder (such as vehicle or door).
- Incorrect choice of ladder (such as too short, unsuitable task).

From handling:

- Transferring the ladder to the work position.
- Erecting and dismantling the ladder.
- Carrying items up the ladder.

Slip trip and fall of user:

- Inappropriate footwear.
- Contaminated rungs or steps.
- Unsafe user practices (such as climbing 2 rungs at time, sliding down stiles).

Structural failure of ladder:

- Condition of the ladder (such as damaged stiles, wear).
- Overloading the ladder.

Electrical hazards:

- Unavoidable live working (e. g. fault finding).
- Positioning ladders too close to live electrical equipment (such as overhead power lines).
- Ladders damaging electrical equipment (such as covers or protective insulation).
- Incorrect selection of type of ladder for electrical work.

BEFORE USE

- Ensure that you are fit enough to use a ladder. Certain medical conditions or medication, alcohol or drug abuse could make ladder use unsafe.
- When transporting ladders on roof bars or in a truck, ensure they are suitably placed to prevent damage.
- Inspect the ladder after delivery and before first use to confirm condition and operation of all parts.
- Visually check the ladder is not damaged and is safe to use at the start of each working day when the ladder is to be used.
- For professional users regular periodic inspection is required.
- Ensure the ladder is suitable for the task.
- Do not use a damaged ladder.
- Remove any contamination from the ladder, such as wet paint, mud, oil or snow.
- Before using a ladder at work a risk assessment should be carried out respecting the legislation in the country of use.
- Follow the instructions.

POSITIONING AND ERECTING THE LADDER

- Ladder shall be erected at the correct position, such as the correct angle for a leaning ladder (angle of inclination approximately 1:4 or 75 degrees) with the rungs or treads level and complete opening of a standing ladder.
- Locking devices, if fitted, shall be fully secured before use.
- Ladder shall be on an even, level and unmovable base.
- Leaning ladder should lean against a flat non-fragile surface and should be secured before use, e.g. tied or use of a suitable stability device.
- Ladder shall never be repositioned from above (while standing on the ladder).
- 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.
- Identify any electrical risks in the work area, such as overhead lines or other exposed electrical equipment.
- Ladder shall be stood on its feet, not the rungs or steps.
- Ladder shall not be positioned on slippery surfaces (such as ice, shiny surfaces or significantly contaminated solid surfaces) unless additional effective measures are taken to prevent the ladder slipping or ensuring contaminated surfaces are sufficiently clean.



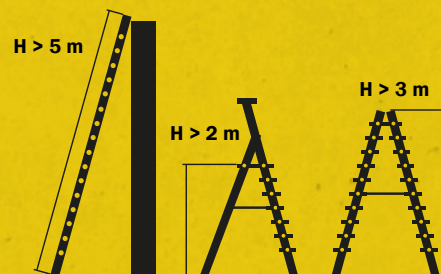
USING THE LADDER

- Do not exceed the maximum total load for the type of ladder.
- Do not overreach; user should keep their belt buckle (navel) inside the stiles and both feet on the same step/rung throughout the task.
- Do not step off a leaning ladder at a higher level without additional security, such as tying off or use of a suitable stability device.
- Do not use standing ladders for access to another level.
- Do not stand on the top three steps/rungs of a leaning ladder.
- Do not stand on the top two steps/rungs of a standing ladder without a platform and hand/knee rail.
- Do not stand on the top four steps/rungs of a standing ladder with an extending ladder at the top.
- Ladders should only be used for light work of short duration.
- Use non-conductive ladders for unavoidable live electrical work.
- Do not use the ladder outside in adverse weather conditions, such as strong wind.
- Take precautions against children playing on the ladder.
- Face the ladder when ascending and descending.
- Keep a secure grip on the ladder when ascending and descending.
- Do not use the ladder as a bridge.
- Wear suitable footwear when climbing the ladder.
- Avoid excessive side loadings e.g. drilling brick and concrete.
- Avoid work that impose a sideways load on standing ladders, such as side-on drilling through solid materials (e.g. brick or concrete).
- Do not spend long periods on a ladder without regular breaks (tiredness is a risk).
- Leaning ladders used for access to a higher level should be extended at least 1 m above the landing point.
- Equipment carried while using a ladder should be light and easy to handle.
- Maintain a handhold whilst working from a ladder or take additional safety precautions if you cannot.
- Do not be more than one person on the ladder.

Bracing and anchorage

The following types of ladder may only be used if they are braced or anchored properly.

- Leaning ladders longer than 5 m.
- Standing ladders with a platform and handrail and where the platform is more than 2 m in height.
- Any other standing ladder higher than 3 m.



SYMBOLS

Leaning ladders

- a) Read the instructions
- b) Maximum load
- c) Correct angle of erection
- d) Erect on a level base
- e) Do not over-reach
- f) Ensure ground is free from contaminant
- g) Erect on a firm base
- h) Ladder extension above landing point
- i) Do not step off the side of a ladder
- j) Use the ladder the correct way up [only if necessary due to design of ladder]



a



b



c



d



e



f



g



h



i



j

Standing ladders

- k) Read the instructions
- l) Maximum load
- m) Erect on a level base
- n) Fully opened before use
- o) Do not overreach
- p) Erect on a firm base
- q) Do not step off the side of a ladder
- r) Ensure restraint devices are engaged [if fitted]



k



l



m



n



o



p



q



r

INSPECTIONS, STORAGE & MAINTENANCE

Always inspect the ladder before use.

Damaged part shall be replaced, e.g. end protection.

Damaged ladders that cannot be repaired shall be destroyed.

CHECK THAT:

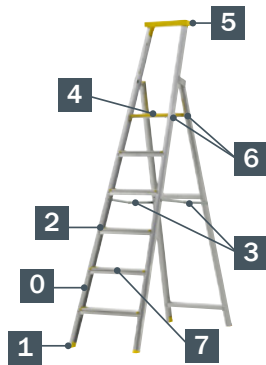
- The ladder stiles are NOT damaged by e.g. transportation or handling.
- Steps or rungs are NOT damaged by e.g. transportation or handling.
- Steps or rungs are NOT contaminated with e.g. wet paint, mud, oil or snow.
- The connection between steps and stiles, or the connection between rungs and stiles are NOT damaged by e.g. transportation or handling.
- End protections are NOT worn down or contaminated.
- Locking mechanisms are NOT damaged by e.g. transport or handling.
- Opening/closing restraint devices are NOT damaged by e.g. transport or handling.
- Hinges are not damaged.
- Accessories are correctly assembled and NOT damaged.

STORAGE

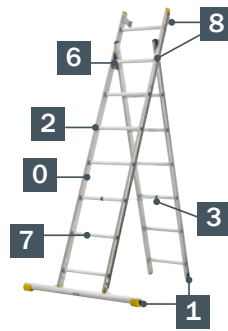
- Ladders should be stored in a suitable way to prevent damage.
- Be ware – stiles, steps, rungs, locking mechanisms should not be exposed to strikes or to fall over. Deformations can weaken the construction and be a risk.

REPAIR

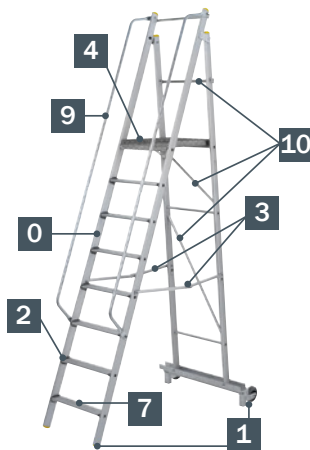
- Parts screwed to the construction, or alike, may be replaced if conducted in accordance with valid assembling instruction.
- Parts that are permanently fitted to the constructions should not be replaced by an unauthorized person.
- Repair of parts permanently fitted to the construction should be conducted by the manufacturer.



STEP LADDER



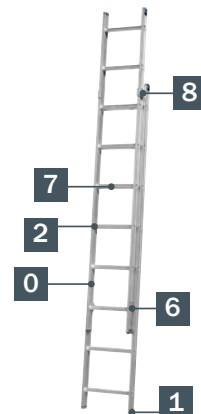
COMBINATION LADDER



WORK PLATFORM



TRESTLE



LEANING LADDER

Ladder part	Inspect
0. Ladder stiles	Buckles, cracks, fractures or other external influence that affects ladder stability/strenght must not exist on the ladder stile.
1. End protection/Wheels	End protection/wheels must exist. End protection must not be filled with dirt or worn down. Fastening of en protection/wheel must be solid/intact. Wheel with locking mechanism should have a functioning locking mechanism. Wheel must not be deformed.
2. Connection steps/Rungs	Fastening of steps/rungs must be solid intact.
3. Opening/Closing restraint	Hinges, nylon strap or alike should be in proper condition. Fastening should be solid intact.
4. Platform	The fastening of the platform must be solid/intact. The platform must lock when unfolded and give slip resistance. Must not be deformed or contaminated by e.g. oil/lubricate/paint.
5. Tool tray/Knee support	Tool tray/knee support must not be damaged. Fastening must be solid/intact.
6. Joint/Hinge/Locking	Fastening of joint, hinge, locking must be solid/intact. The joint should not fit loosely. Locking should lock properly. No defect locking mechanism accepted.
7. Steps/Rungs	Steps and rungs must not be deformed. Buckles, cracks, fractures that affects the step or rung strength must not exist. Rungs/steps must not be contaminated by e.g. oil/lubricate/paint.
8. Fittings/Hooks etc.	Fastening of fitting, hooks must be solid/intact. Fittings and hooks must not be bent, cracked, deformed and should work properly.
9. Rail/Handrail	Fastening of rail, handrail must be solid intact. Rail and handrail must not be deformed.
10. Braces	Fastening of braces must be solid/intact. Braces must not be deformed.
11. Accessories	Accessories must be mounted in accordance with intruction. Fastening of accessories must be solid/intact. Accessories must have proper functionality.

FIBREGLASS LADDERS

Fiberglass ladders from WIBE LADDERS are manufactured by glass fibre reinforced polyester. The same material as used for car bodies and car roof boxes. Fiberglass is a strong non-conductive material suitable for use in electric environment and highly corrosive environments. The fiberglass ladders are tested according for voltage sensitivity for 30kV according to SS-EN 61478. When using Fibreglass ladders there are a few extra things that you need to consider:

INSPECTION

- Check the ladders regularly to ensure the fibreglass is not cracked or damaged.
- A ladder with any visible cracks in the fibreglass material should immediately be scrapped.
- If you are not sure if your ladder is safe, please contact the manufacturer.

STORAGE

- Prevent ladders from accidentally dropping or falling over.
- Fibreglass ladders should be handled with care and stored properly to prevent damages.
- NOTE! Fibreglass is sensitive to shock and pressure.

MAINTENANCE/REPAIR

- Using the ladder when any of the brackets are loose will result in quick wear of the material, and the fibreglass may deteriorate to a point where the ladder can not be repaired.
- Brackets that are bent or damaged may be replaced, depending on the fastening method. Please contact the ladder manufacturer for more information.
- Any loose nuts and bolts should be tightened enough to remove any play in the connection.
- Do not tighten the nut too hard. Over-tightening the connection may result in cracking of the fibre glass profile.
- Parts screwed to the construction, or alike, may be replaced if conducted in accordance with valid assembling instruction.
- Parts that are permanently fitted to the constructions should not be replaced by an unauthorized person.
- Repair of parts permanently fitted to the construction should be conducted by the manufacturer.
- Drilling of new holes or any other modifications of the ladder does result in void of type approval.



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