







Ladder Safety Study Guide

Ladders are a great tool to use during a harvest where the fruit is just out of reach from the ground. Salem Harvest is often called out to a farm where the fruit can only be reached from a ladder, so ladder safety is important!



Our **goal** with this Study Guide is to prepare everyone to harvest **safely** and **efficiently** while also keeping the ladders in good shape so we can continue to use them for years to come!

Objectives

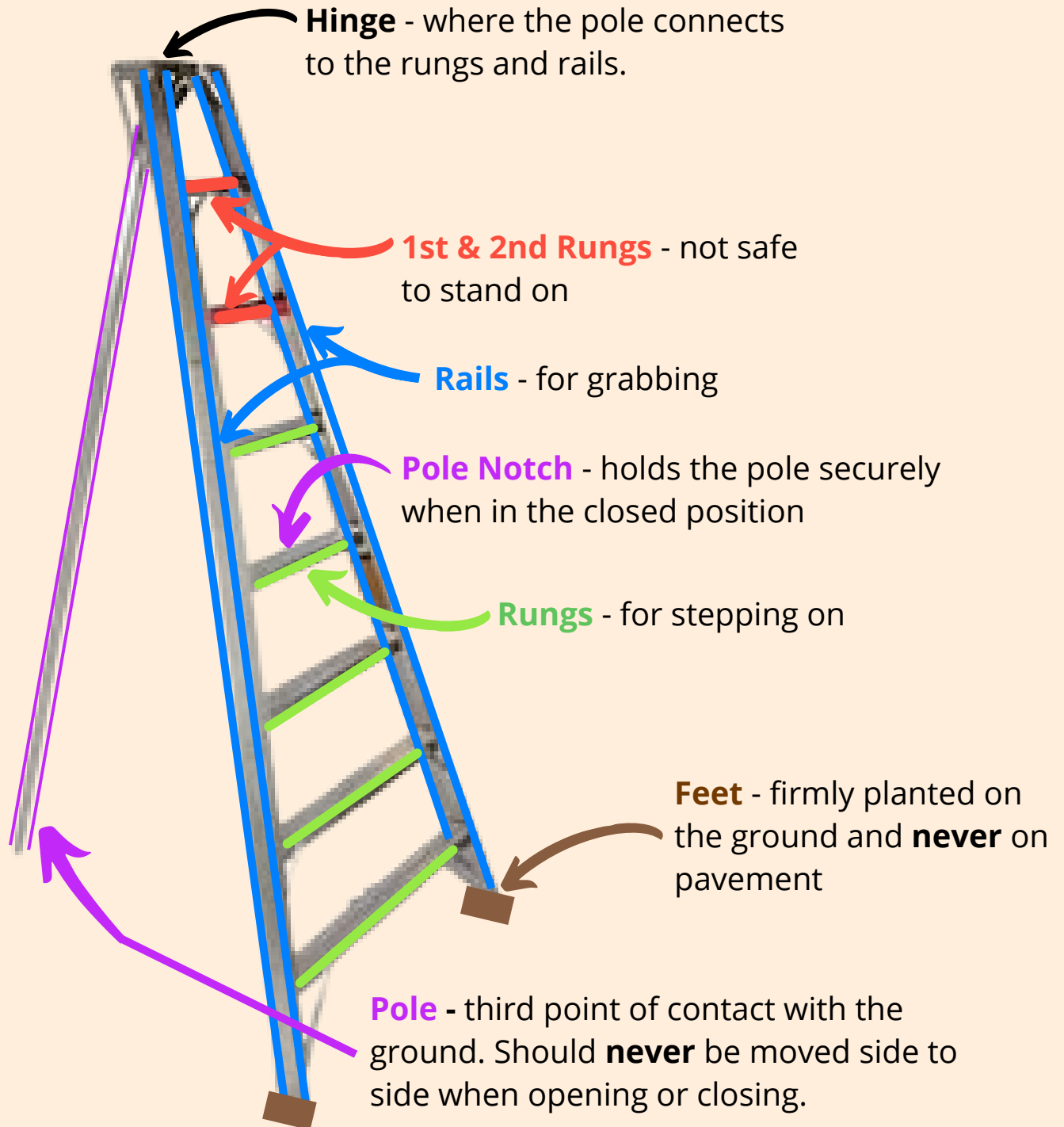
-  To know the parts and functions of a ladder
-  To properly set up and reposition a ladder
-  To understand how to safely move a ladder
-  To safely climb and harvest from a ladder

Ladder Basics



Parts & Pieces

Salem Harvest has 12-foot and 8-foot tripod aluminum orchard ladders available to use. The ladders are called "tripod" because they have **three points** touching the ground - two feet and a pole for balance. When ladders are used on uneven ground, three feet are better than four for stability.



Setting up a Ladder

Safe & Unsafe Techniques



Fingers should just touch the rung in front of you

1. Raise the ladder to a vertical position looking overhead for dangers.
2. Swing the pole out away from the rungs (too far away or too close to the rungs can cause the ladder to fall)
3. Always use the pole to support the ladder; **never lean it against a tree**
4. **Center the pole** between the two feet and **not** pushed to **one side**.
5. Step onto the lowest rung and feel that the ladder is secure before climbing any higher.

TOO FAR



TOO CLOSE



JUST RIGHT



*When setting up the ladder on a slope, the **pole MUST go uphill**, meaning the pole must be on higher ground than the feet.

*Ladders can **only** be set up on **soft** ground and **NEVER** on rock or paved surfaces.

Moving a Ladder

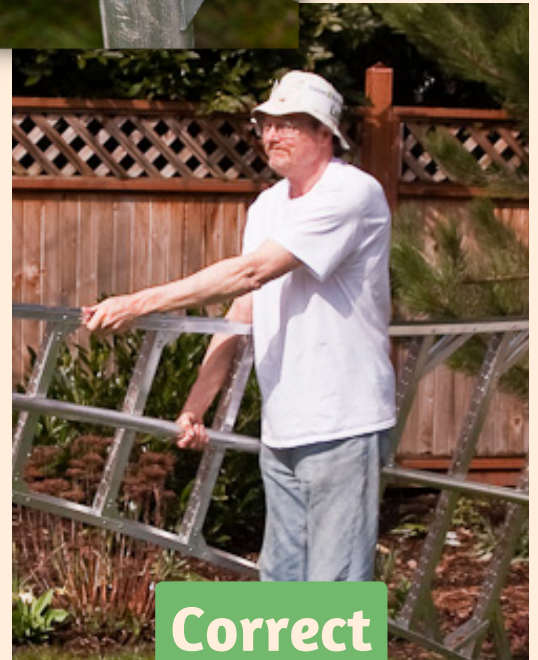
Safe & Unsafe Techniques



SAFE!

- Always use **TWO** hands to move a ladder
- Ladders can be moved by one or two people
- If **two** people are moving the ladder, both should be on the **same** side
- Ladders can be carried horizontally or vertically
- If carried **horizontally**, the **top** (small end) is at the **front**
- Balance the ladder for carrying by lifting it towards the bottom where it is heavier
- Always have the **pole** next to your body, secured in the notch, and **held in place** when carrying a ladder. (see photo right)

Pole in notch



Correct



Incorrect

NOT SAFE!

- Do not carry a ladder alone if you are not comfortable
- Avoid allowing the pole to jump out of the notch
- The ladder is most likely to be damaged if the pole is twisted
- Do not hold the pole on the same side as your body, but rather reach your arm over the rail to the other side to grab the pole. (see photo above)

Turning a Ladder

How to Turn and What to Avoid



Turning Option A

1. Stand under the ladder.
2. Put one hand on the pole and the other arm around the nearest rung, and with that hand, grab a rung.
3. Lift both the pole and the feet completely off the ground and reposition the ladder.

Turning Option B

1. Bring in the pole and place it into the notch.
2. Lift the ladder off the ground with your arm around the rung.
3. Be sure the pole is held in the notch while moving.

Once the ladder has been turned or repositioned, check that the ladder is set up properly and pole is centered on the rungs.



Correct



Incorrect

***Never** try to turn the ladder by lifting only the pole and pushing it to one side.

Climbing & Harvesting



Safety & Tips



Correct

- You must be **over 13 years** old to use a ladder at a harvest.
- Only **ONE** person on a ladder at a time.
- Keep your body **centered** on the ladder.
- **Do not lean** out so far that your belt buckle goes beyond the rail.
- The **third** rung from the top is the **highest** rung you can stand on.
- Always have **both feet** on the ladder when harvesting.
- Only climb as high as you feel comfortable.



If you are **ever** wondering how to use a ladder or feeling unsure, ALWAYS ask for help! A Harvest Leader will be happy help!

That's all, folks!

You are now ready to take the Ladder Safety Test!



- To take the test, please return to the Ladders section of the Volunteers Page.
- When you click the test button, a link to the test will be emailed to the address you provided when registering as a volunteer.
- To pass the test, you will need to get 21 of the 26 Yes-or-No questions correct.