

The procedure for inspecting the condition of ladders, stepladders, and scaffolding

1. The procedure for inspecting the condition of ladders, stepladders, and scaffolding is two-level:
 - The first level is monthly self-monitoring;
 - The second level is a pre-operational inspection performed before each use of a ladder, stepladder or scaffolding.
2. Persons appointed by the company's decree are responsible for the regular monthly inspection of the condition of ladders, stepladders, and scaffolding in the production units and for recording the results in the relevant Inspection Log for monitoring the condition of ladders, stepladders and scaffolding.
3. The person responsible for pre-operational condition control is the person using the ladder, stepladder or scaffolding to carry out the work.
4. Each ladder, step-ladder, and scaffolding must have a manufacturer's certificate and an information label on the ladder itself, indicating:
 - The inventory number and affiliation to a specific unit.

The writing must be clearly legible.

5. Ladders, stepladders and scaffolding must be thoroughly inspected at least once a month and before each use.
6. The results of the monthly inspection shall be entered into the Inspection Log of Ladders, Stepladders and Scaffolding (Form 1).
7. It is forbidden to use ladders, stepladders, and scaffolding that have the following defects:
 - The safety belts and straps of the stepladder are loose or stretched;
 - The extension ladder has a damaged or missing locking device that excludes the possibility of spontaneous extension during operation;
 - There are no anti-slip pads (points, rubber tips) on the ladder legs;
 - There are damages to the sides or step fixings to the side;
 - Screws and rivets at the fastening points are corroded;
 - The steps are loose and not tightly fixed;
 - There is visible mechanical damage, bent steps or frame profile.
 - There is significant wear (abrasion) on the corrugated surface of the steps (anti-slip protection);
 - The manufacturer's prescribed equipment to exclude the unintentional sliding or tipping of a leaning ladder during work is missing or damaged/deformed;
8. If any of the above damages are found, the equipment is not repaired, but is rejected with the preparation of a relevant report and transferred for disposal to the central warehouse of VKG.



9. After each use, ladders, stepladders, and scaffolding must be thoroughly cleaned. Before use, special attention must be paid to the cleanliness of the steps, as dirty steps can increase the slipping of footwear.