

LADDER
STEP/EXTENSION 6 FT.

1. GENERAL

1.01 This section describes the 6 foot step/extension ladder which is authorized for use by Southwestern Bell Telephone Company.

1.02 This section is reissued to include an additional safety precaution to be taken when using this ladder as an extension ladder. Marginal arrows indicating change are omitted.

1.03 The ladder may be used as a 6 foot step ladder or as an extension ladder extending to a maximum of 10 feet.

1.04 The ladder consists of two sections, one wide and one narrow, each 6 feet in length. The wide section has hook brackets attached to the top of each side rail. The top of the narrow section is equipped with reinforced steel pins which slide into a cutout in the wide section forming a hinge when used as a step ladder.

1.05 Rung hooks mounted at the bottom of the narrow section are used to engage rungs when the ladder is used as an extension ladder.

2. OPERATION

2.01 To use as an extension ladder, start from a closed or folded position, slide the narrow section up to the desired height, and place the two bottom hooks over the appropriate rung of the wide section. A steel safety stop is attached to maintain correct over-lap. (See Figure 1)

2.02 To use as a step ladder, the "feet" of the narrow section and the "feet" of

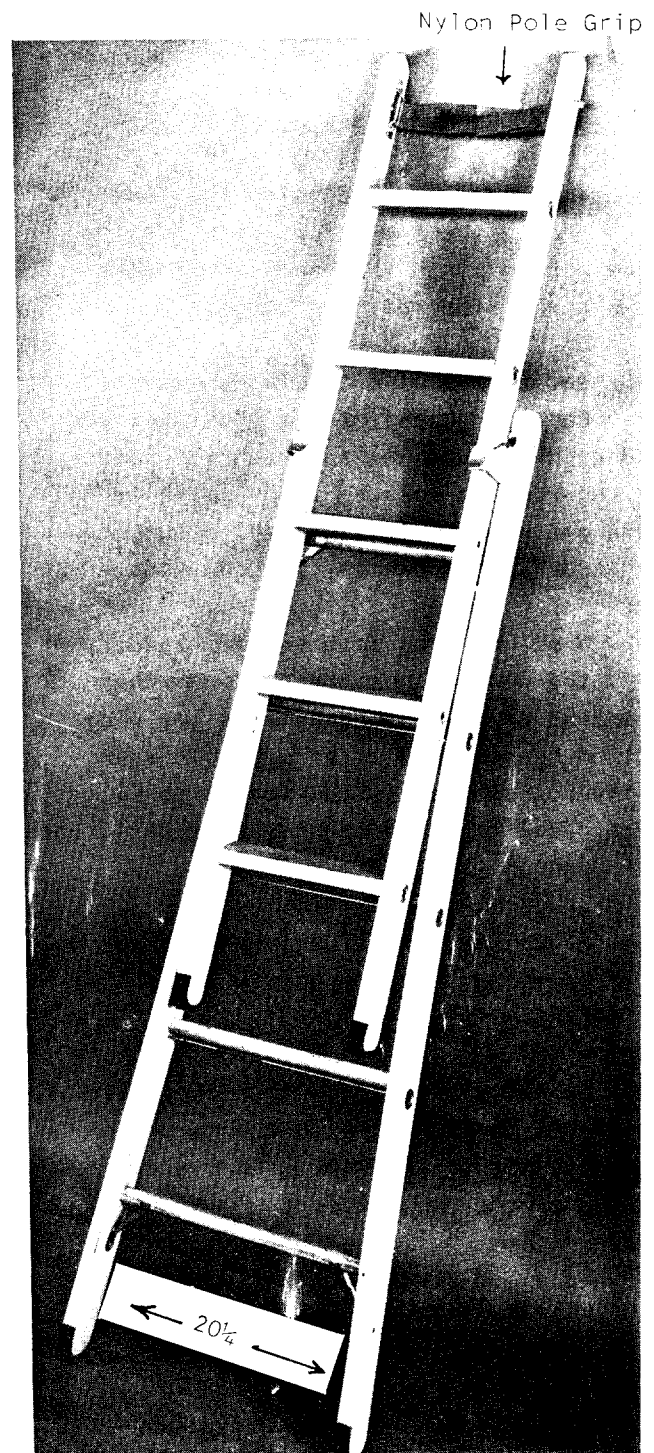


Figure 1 Extended Position

the wide section should be fully separated or extended from each other and the two steel pins located on the outer portion of the top of the narrow section should be placed in the cutouts or slots in the wide section. (See Figure 2)

3. SAFETY PRECAUTIONS

3.01 When opening or closing the ladder, from either position, care must be taken not to pinch the hands or fingers between the side rails or rungs.

3.02 Before climbing the ladder make certain that footings are level and secure. When used as an extension ladder, the top support for the ladder must be rigid and have ample strength to support the ladder, the workman, and the load.

3.03 When using as an extension ladder, the workman must be cautious when ascending or descending because the wide section is equipped with round rungs and the narrow section is equipped with flat rungs resulting in a considerable difference in footing.

3.04 Place the extension ladder at an angle so that the base will be $\frac{1}{4}$ of the height.

3.05 Do not stand higher than the third step from the top on the extension ladder or higher than the second step from the top of the step ladder.

3.06 To avoid throwing the ladder off balance the employee should not extend the outside shoulder more than 12 inches beyond the side rail.

4. MAINTENANCE

4.01 Before using the step/extension ladder each employee shall inspect and determine that it is safe.

4.02 Inspect the ladder for checks, cracks, splits, etc., in rungs and side rails. Make sure braces, hinge pins, brackets and hooks are not defective and are in good working condition. Check and tighten the rods beneath steps and rungs.

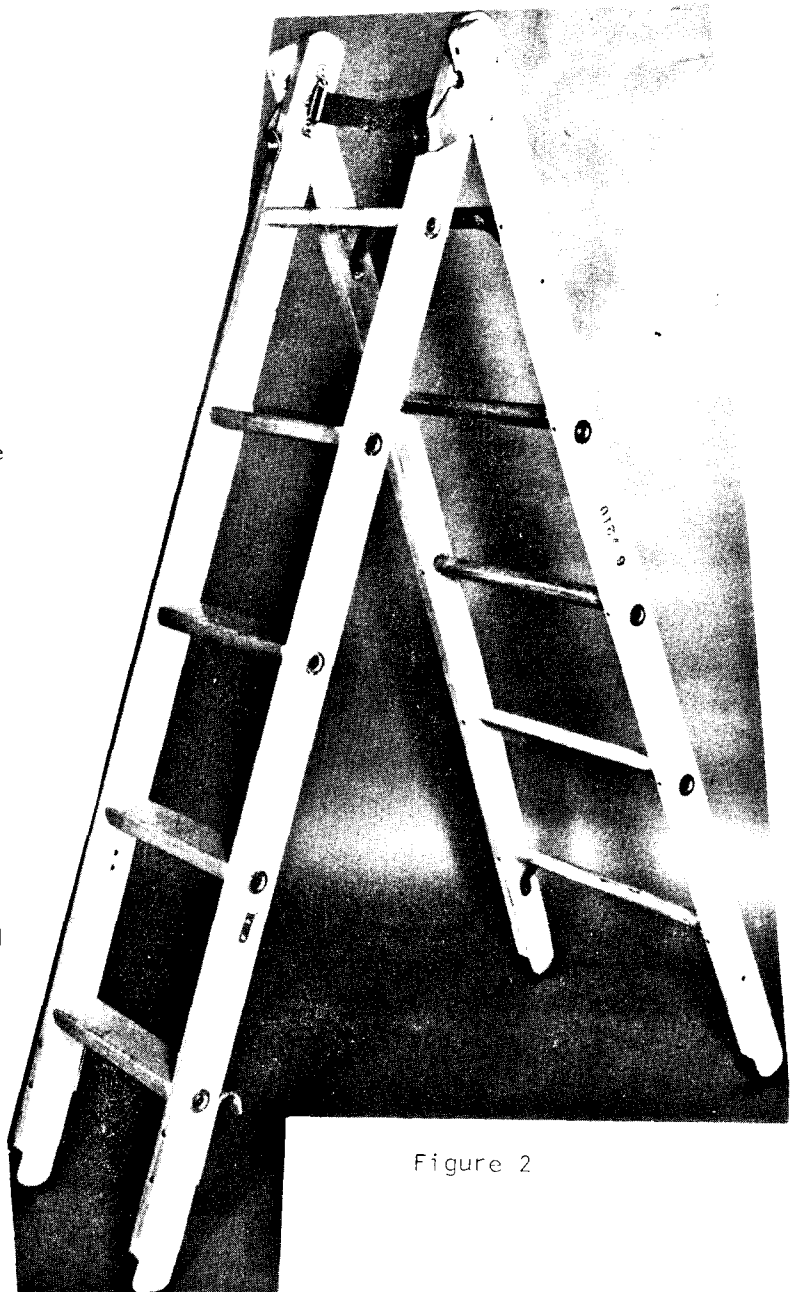


Figure 2

4.03 Remove small splinters and rough places on rungs and side rails with sandpaper or file.

4.04 Do not drop or overload the ladder. This may cause defects in the ladder which will result in breakage of rungs or side rails under a normal load.

4.05 Ladders not in storage shall be examined visually once each week. In order to facilitate careful inspection, place the ladder at a convenient height in a well lighted area. If defects cannot be corrected readily, the ladder should be replaced without being used again.

4.06 The Supervisor shall inspect the ladders used by his forces at least every 2 months. In general, be guided by safety and maintenance instructions covering extension ladders in this and other Plant practices.

