LADDER SAFETY- *Ladder safety is a critical component of workplace safety, particularly for external contractors operating on bp sites. This document outlines ladder safety requirements based on the Occupational Safety and Health Administration (OSHA) standards and details bp's expectations that go beyond OSHA requirements. All external contractors must adhere to these guidelines to ensure a safe and compliant working environment.*

1926.1053 - Ladders. | Occupational Safety and Health Administration

OSHA Requirements-

- Ladder Selection: Use ladders that are appropriate for the task and load capacity. Ladders must be rated for the expected weight, including the user and any tools or materials.
- Inspection: Ladders must be inspected prior to each use for defects such as cracks, corrosion, loose rungs, or missing parts. Damaged ladders must be tagged "Do Not Use" and removed from service.
- Setup: Place ladders on stable and level surfaces. Secure ladders to prevent accidental movement. The base of the ladder should be positioned one foot away from the wall for every four feet of ladder height (4:1 ratio).
- Use: Maintain three points of contact (two hands and one foot, or two feet and one hand) when ascending or descending. Face the ladder always and do not carry objects that could cause loss of balance.
- Overreaching: Do not overreach while on a ladder. Always keep your belt buckle between the ladder side rails.
- Top Rung Use: Do not stand on the top rung or top step of a ladder unless it is designed for that purpose.
- Extension Ladders: Extension ladders must extend at least three feet above the landing point and be secured at the top to prevent movement.
- Electrical Safety: Use non-conductive ladders (fiberglass or wood) when working near electrical sources.

bp Expectations Beyond OSHA Requirements

- Pre-Task Hazard Assessment: Before using a ladder, conduct a task risk assessment. Identify potential hazards such as overhead obstructions, environmental conditions, and pedestrian traffic.
- Fall Arrest: Any work occurring where a worker's feet are higher than 6 feet off the floor must use a fall arrest system
- Permit to Work: For tasks involving ladders above a specific height (6 feet), obtain a Permit to Work (PTW) as required by BP site procedures.
- Buddy System: Use a spotter or buddy when using ladders, especially for tasks above 10 feet or in high-risk areas.

bp Expectations Beyond OSHA Requirements continued

- Simultaneous Operations (SIMOPS) evaluations must be performed before working.
- Exclusion Zones: Establish exclusion zones around the base of the ladder with cones or signage to prevent unauthorized access and reduce the risk of falling objects.
- Securing Ladders: All ladders must be secured at the top and bottom to prevent movement, regardless of height or location.
- Training: All personnel using ladders must complete BP-approved ladder safety training annually. Training records must be maintained and available for review.
- Prohibited Practices: The use of makeshift ladders, such as climbing on stacked materials or using damaged ladders, is strictly prohibited. All ladders must be bp-approved.
- Weather Conditions: Ladder use is not permitted in adverse weather conditions (e.g., high winds, rain, ice) unless a specific risk assessment and mitigation plan are in place.
- Reporting and Corrective Actions: Any ladder-related incidents, near misses, or unsafe conditions must be reported immediately to the bp site supervisor. Corrective actions must be documented and implemented.
- **Bp M&CA US prefers the use of platform style ladders**

Roles and Responsibilities

- Contractor Supervisors: Ensure all workers are trained, conduct regular audits, and enforce all ladder safety requirements.
- Workers: Follow all OSHA and bp ladder safety guidelines, report hazards, and refuse to use unsafe equipment.
- bp Site Representatives: Oversee compliance and provide support for hazard identification and control.
- Scope of these requirements apply to all bp employees, contractors, and third parties performing work on bp-controlled locations.