ATTACHMENT J.4.51

ADMINISTRATIVE CONTRACTOR REQUIREMENTS

CONTRACTOR LADDER INSPECTION REQUIREMENTS

ACR-004

ADMINISTRATIVE CONTRACTOR REQUIREMENTS

CONTRACTOR LADDER INSPECTION REQUIREMENTS

ACR-004

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Originator (Subject Expert): Gene Parks Date: 5/22/97
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ADMINISTRATIVE CONTRACTOR REQUIREMENTS

CONTRACTOR LADDER INSPECTION REQUIREMENTS

ACR-004

Revision:	Date:	Description of Issue or Revision
0	3/26/97	Initial Issue
1	5/22/97	Change the Title of this Document from Administrative Subcontract Requirements to Administrative Contractor Requirements and to change Subcontract and Subcontractor to Contract and Contractor per general revision to the Acquisition Procedures

ADMINISTRATIVE CONTRACT REQUIREMENTS
CONTRACTOR LADDER INSPECTION REQUIREMENTS
ACR-004

1.0 GENERAL

1.1 These requirements define the Contractors inspection of portable (e.g. A-frame, step, straight, or extension) ladders used by Contractors.

1.2 These requirements apply to all Contractors while conducting construction activities at any Fluor Daniel Fernald (FDF) job site.

1.3 No all-metal portable ladders shall be permitted to be used at any FDF job site.

2.0 REQUIREMENTS

2.1 Contractor Management/Supervision

2.1.1 Shall designate the ladder competent person(s) and provide the name(s) and qualifications (training documentation) of the ladder inspection competent person(s) to Engineering/Construction Document Control for conformation review by FDF. The competent person(s) shall be responsible for conducting the required documented monthly inspection of all portable ladders utilized at the jobsite utilizing OSHA 29 CFR 1926.1053.

2.1.2 Shall ensure that all Contractor personnel who use ladders at the jobsite have been trained on how to conduct required daily visual ,inspections of portable ladders prior-to-use. This training shall be documented for each employee and meet the requirements of OSHA 29 CFR 1926.1060. Documentation of the training shall be maintained in the Contractor's on-site files.

2.2 Ladder Inspection Competent Person(s)

2.2.1 Shall be capable of identifying existing and predictable defects, deficiencies, damage or other adverse conditions during the life cycle of portable ladders.

2.2.2 Shall have authority to remove a defective ladder from service..

2.2.3 Shall conduct an initial documented prior-to-use inspection when any portable ladder arrives at the construction site. In addition shall conduct a documented monthly inspection of all portable ladders located at the job site.

2.2.4 Shall ensure that all portable ladders used at the job site are equal to ANSI Type 1A and OSHA 29 CFR 1926 ladder standards.

2.3 Documentation of Ladder Inspections

2.3.1 Shall be performed by the ladder inspection competent person using the FDF provided weather resistant sticker. (see attachment A)

2.3.2 The sticker shall be attached to the portable ladder on the outside rail at approximately eye level. The sticker shall be attached to the ladder so as to not

cover any manufacturer's warning labels or instructions.

2.3.3 The sticker shall be used for a twelve (12) month period beginning with the month the ladder is brought on site.

2.3.4 Inspection documentation shall be made available to FDF for review upon request.

3.0 INSPECTION

3.1 All portable ladders utilized by any Contractor shall be visually inspected initially upon arriving at the FDF construction site, daily (before use) and on a monthly basis.

3.1.1 The initial inspection shall be conducted and documented by the ladder competent inspection person(s) when the ladder arrives at the FDF construction site.

3.1.2 The daily visual inspection shall be conducted by trained Contractor personnel prior to use. The daily inspection is not required to be documented.

3.1.3 The monthly visual inspection shall be conducted by the ladder competent person(s). This inspection shall be documented.

3.2 At a minimum portable ladder inspection shall include checking for the following:

- Loose, worn, bent, cracked, missing, or damaged parts (hinges, locking braces and devices, steps, safety feet, stops, side rails, top boards, rungs, or other components);

- Pulleys, halyard rope, and stops on extension ladders for wear, tightness, and proper operation;

  NOTE: All extension ladders shall be equipped with halyard ropes.

- No paint is permitted on wood ladders with the exception of the Company name may be painted/stenciled for identification purposes;

- All extension and straight ladders shall have non-slip safety feet;

- All steps shall be free of mud, dirt, oil, grease, or other slippery conditions;

- Check for protruding nails, screws, rivets, splinters, or other hazardous protrusions; and

- All manufacturer's warning and instruction labels shall be present and legible.

4.0 DEFECTIVE/DEFICIENT LADDERS

4.1 During inspection, any portable ladder found to have any defective or deficient

condition shall be removed from service immediately until:

- Repairs are made based on manufacturers guidelines and approved by the competent person;
- Ladder is removed from the FDF construction site; and
- Ladder is destroyed or rendered unusable by the Contractor;

4.2 Ladders shall be removed from service by the attachment of a FDF supplied "Danger -- Unsafe -- Do Not Use" (see attachment B) tag or equivalent Contractor supplied tag.

4.3 Ladders found with an expired inspection date or without an inspection sticker shall be taken out of service until satisfactory inspection is complete and a current inspection sticker is attached.

5.0 ATTACHMENTS

5.1 Inspection Sticker

5.2 Tag

6.0 REFERENCES, CODES, and STANDARDS

6.1 29 CFR Subpart X - Stairways & Ladders

6.2 29 CFR 1926.1053, Ladders

6.3 29 CFR 1926.1060, Training Requirements

6.4 ANSI A14.1, Ladder, Wood, Portable

6.5 ANSI A14.3, Ladder, Fixed

6.6 ANSI A14.4, Ladder, Jod made, Wooden

6.7 ANSI A14.5, Ladder, Plastic, Portable

NOTE: Most recent edition

ATTACHMENT A

MONTHLY EQUIPMENT INSPECTION STICKER

EQUIPMENT INSPECTION

CONTRACTOR:_____

MONTH	DATE INSPECTED	INSPECTOR
JAN.		
FEB		
MAR.		
APR.		
MAY		
JUNE		
JUL.		
AUG.		
SEPT.		
OCT.		
NOV.		
DEC.		

ATTACHMENT B

DANGER - DO NOT USE TAG

NOTE: USE EXISTING "DANGER - UNSAFE - DO NOT USE TAG" FROM SPR 2-3