Steps, platforms, walkways, handrails, handholds, guardrails, etc., are designed to provide safe entry to, and exit from, a machine’s operating station and areas where maintenance is performed.

The following generic safety tips are designed to help equipment operators, mechanics, and repair persons work more safely.

**General Safety**

- **ALWAYS** wear appropriate protective equipment for the job you’re doing. Don’t wear jewelry or loose fitting clothes that can become caught in moving parts.
- **ALWAYS** follow all safety rules and procedures – shortcuts can kill.
- **NEVER** mount or dismount a moving machine.

**Equipment Checks**

- **ALWAYS** examine boarding ladders, steps, and grabrails during pre-operational checks.
- **ALWAYS** make sure equipment ladders, steps, and platforms are securely anchored and well-maintained.
- **ALWAYS** check to see that all fasteners are secured.
✓ ALWAYS report defective equipment so it can be removed from service and repaired.

✓ ALWAYS check to see that ladders, steps, and platforms are free of slipping and stumbling hazards such as ice, snow, mud, lubricants, or spilled material.

✓ ALWAYS make sure boarding ladders and travelways are well-illuminated and unobstructed.

✓ ALWAYS make sure travelways are constructed of, or provided with, non-skid material to eliminate slips.

Ladder Safety

✓ ALWAYS wear proper footwear.

✓ ALWAYS clean footwear before climbing or descending a ladder.

✓ ALWAYS make positive contact with the machine operator before mounting or dismounting equipment.

✓ ALWAYS maintain three points of contact when climbing or descending a ladder.

✓ NEVER carry personal items or supplies when climbing or descending a ladder – use a cord or rope to lift or lower supplies or tools.