



STEP STOOLS

are a useful tool when extra height is needed to accomplish a task. They are a common tool, but they are not without risk of injury. Most injuries from step stools occur when the user is stepping down. Some injuries have occurred by using an improper stool. It is recommended that departments use an industrial grade step stool as opposed to a household step stool. Employees should recognize when they need extra height and find an appropriate step stool instead of attempting to climb on desks, chairs or shelves to reach an overhead item. Follow the steps below to reduce the risk of injury when using a step stool.



This stool is not appropriate for office use. For safer options contact EHS.

BEFORE USE

- Recognize when you need extra height. Take the time to locate a stool!
- Inspect your step stool before use. Look for structural damage, split or bent rails, broken steps, loose fittings, missing anti-skid feet, or any other damage that would prevent safe use.
- Remove damaged stools from service immediately by placing a 'do not use' tag on them and reporting the hazard to your supervisor.

SET UP

- Check the area where you are setting up the ladder for water, grease, or other slip hazards.
- Keep the base of the stool free of clutter that could cause a trip when descending the step stool.
- Set the stool so that it faces the work. The user should not have to twist when on the stool.
- Fully extend spreader bars.



Use of a step stool reduces overreaching and lowers risk of injury.

DURING USE

- Always face forward when climbing up or down.
- Step in the middle of the step.
- If working with heavy or awkward items, ask a coworker for help by having them stand on the ground and support the weight of the object being lifted into place or removed.
- Avoid overreaching. You may have to stop work and reposition the step stool to complete your task.
- When work is complete, store the step stool in its designated area.



The Little Giant ladder meets OSHA's definition of a step stool and is the choice EHS recommends

