Falls disable 400,000 workers each year. Use caution to avoid falling accidents.

**If you are on ground level:**

* Watch out for slippery spots such as oil, grease or water spills.
* Use aisles. Don't take shortcuts through storage and machinery areas.
* Look out for objects on the floor that can roll, slide or trip you.

**If you are higher up:**

* Don't run on stairs. Use a handrail.
* Inspect safety harnesses and lines before using them.
* Never jump from work stages, trucks, or loading docks.
* Use ladders the right way.

**Ladder use:**

* Inspect a ladder for cracks and loose rungs.
* Choose a ladder long enough so you can stay off the top.
* Face the ladder when ascending or descending.
* Ensure that only one person at a time is on a single ladder.
* Climb with both hands holding the rungs.
* Do not overreach. Be sure of our balance by keeping your belt buckle between the rails.
* A ladder should have safety feet. Use a board on soft earth or to level the feet.

**The 4 to 1 rule:** Set the ladder one foot out for every four feet up to the point of support. Rungs are one foot apart so it's easy to figure the angle.

 *Always use caution when there is potential for a fall.*

This form documents that the training specified above was presented to the listed participants. By signing below, each participant acknowledges receiving this training.

Organization: Date:

Trainer: Trainer’s Signature:

**Class Participants:**

Name: Signature:

Name: Signature:

Name: Signature:

Name: Signature:

Name: Signature:

Name: Signature:

Name: Signature:

Name: Signature:

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