

	<b>Ground Ladder Inspection and Maintenance/Repair and Testing</b>		2015revA
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### Procedure:

The purpose of this guideline is to provide information on the inspection and maintenance of all department ground ladders as well as the testing and repair process. It also breaks down the responsibilities held by members of the department and the program manager themselves.

### **Ground Ladder Inspection and Maintenance:**

Our ground ladders are an instrumental tool for fire ground operations. All parties are responsible for the inspection and maintenance of the ground ladders within the LFRA inventory. As with all other tools we utilize on the fire ground, we expect performance from them when the time comes. In order for this to happen, we need to inspect and maintain our ladders at least quarterly.

It is the responsibility of the ground ladder program coordinator to design a quarterly maintenance schedule for all ground ladders. Once a quarter, an email will be sent to the entire department as a reminder for ground ladder maintenance. Attached to the email will be the schedule so crews can easily open it and see their assignments. Once the email has been received, it now becomes the responsibility of the company officer to ensure their assigned company maintenance is performed by the end of the month.

The inspection and maintenance will follow the guidelines set forth by NFPA 1932 – Standard for Maintenance of Fire Service Ground Ladders. For inspection and maintenance, access the Ground Ladder Inspection and Maintenance power point located at V: Drive/Fire/Program Management/Ladders.

- Extend the ladders and remove excess wax build up (if applicable).
- Rinse and wash the ladders with warm soapy water.
- Extend ladders on their beams and lay flat. Physically and visually inspect all rungs, beams, bolts, nuts, rivets, pulleys, pulley assemblies, halyards, pawls, butt spurs, hooks, heat sensors, safety shoes and stops. Note any defects, such as gouges in aluminum, missing rivets or parts, bent rungs, worn halyards, etc.
- Tactilely and visually inspect the halyards. It may be necessary to remove the halyard and wash it separately, but bear in mind this will put the ladder out of service. See inspection of rope in the IFSTA manual if needed.

- Don appropriate PPE and raise all ground ladders. Ensure all mechanical parts move properly and lock properly.
- Climb the ladders to check for stability and strength.
- Once the ladders have dried, apply wax in the appropriate areas and use silicon lubricant on any moving parts (i.e., hooks, daws, pulleys etc.).

Once ground ladder maintenance has been completed, the maintenance sheets need to be filled out in their entirety, recording any damage that was noted during inspection and maintenance. They can be found on the V Drive under Fire/Program Management/Ladders.

If you find any damage or cause for concern:

- Make sure the issue is documented on the maintenance sheets.
- Email the program coordinator, making him/her aware of the issue so he/she can address it in a timely manner.
- If necessary, take the ladder out of service. Mark the affected area with flagging or something similar. Take the ladder to the training area and swap it out with one of the spare ladders in the small garage. Again, if you swap out a ladder, email the program coordinator.

It is the responsibility of the ground ladder program coordinator to review all maintenance sheets at the end of the scheduled maintenance month to insure all maintenance was completed and any issues that were found are all addressed in a timely manner.

### **Ground Ladder Repair:**

All repairs to ground ladders will be performed by either the program manager or an outsourced company that is certified in aluminum welding and ladder repairs.

### **Ground Ladder Non-destructive Testing:**

Non-destructive ground ladder testing shall be performed once a year and Underwriters Laboratories shall be the company to perform this testing.

It is the responsibility of the project manager to coordinate this yearly testing.

### **Revision History**

### **References:**