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## Ladder Safety Rules

Never use chairs or books. Never straddle a chair and a window sill. It's not worth a crippling fall. Follow these ladder safety practices..

1. Inspect ladder carefully when you buy it and before each use. Test all movable parts for proper attachment and operation. Ladders that are damaged or defective after you've owned them a while should be marked Do Not Use.
2. Keep nuts, bolts, and other fastenings tight. Oil moving metal parts regularly. Obtain replacement parts from original manufacturer. Never use a ladder on which you have performed a makeshift repair. Never straighten a bent metal ladder.
3. Ladders must stand on a firm, level surface. Use the appropriate nonslip feet or nonslip bases. Take additional precautions if using ladder on a slippery floor.
4. Always FACE the ladder when ascending or descending.
5. Place ladder close enough to work to avoid hazardous overreaching. Keep your weight centered between the side rails.
6. Keep steps of rungs free of grease, oil, paint, and other slippery substances.
7. Ladder should be fully opened before ascending. Never stand on pail rest or on the top of the ladder.
8. Never ascend the rear steps of the ladder.
9. Never place ladders in front of doors unless precautions are taken.
10. Never stand on the top three rungs of an extension ladder.
11. Extension ladders, extending 30 feet or beyond, should be tied down with heavy lines. Shorter extension should be tied down on windy days.
12. Be sure all locks on extension ladders are securely hooked over rungs before ascending.
13. Make all height adjustments from the floor. Never extend a ladder when you are on it.
14. Never use wet or metal ladders when working with a live power source, as water and metal are excellent conductors of electricity.
15. Only one person at a time on any but very specialized ladders.
16. Never use ladders in horizontal position.
17. Store ladder in dry, cool, well-ventilated place, and where it is readily accessible.

## First Aid

Call a doctor when sudden serious injury or illness occurs. While waiting, what you do or do not do may mean the difference between life or death. First Aid is the help you can provide until professional medical aid arrives. Know the simple rules:

Don't move an injured person: especially after a fall, a crash or other violence, unless it is necessary to prevent further danger. Don't turn or lift him, or encourage him to sit up. Unnecessary movement may kill or cripple from internal injuries or a broken spine. Call a doctor.

Shock: Expect shock after any serious injury. Keep the patient lying down, with head lower than feet. Cover him and keep him warm, but not hot or sweaty. If he can swallow and is not semiconscious, vomiting or with an abdominal wound, give him warm fluids or a shock solution: 1 tsp. salt and 1/2 tsp. baking soda dissolved in a quart of warm water. Call a doctor.

Stop bleeding quickly: Apply pressure directly over wound until bleeding stops, using towel, cloth, or the cleanest thing you can find, pressing hard with your whole hand. Use a tourniquet only if all other efforts have not stopped bleeding. Call a doctor.

Burns and scalds: For major burns, treat for shock. Cut clothing from burned area, but don't pull it away if it sticks. Cover with thick pad of sterile dressings, or a clean sheet or towel. Call a doctor.

Drowning: Lay victim on back and wipe foreign matter from mouth with fingers. Put your hand under neck and lift, tilting head back with other hand. Pull tongue forward if it has slipped back into throat. Place your mouth on victim's, pinch his nostrils and blow hard enough to make his chest rise. Remove your mouth and listen for exhaled air. Repeat until victim responds. Call a doctor.

Broken bones: Treat for shock. Apply ice bag to painful area. If bone protrudes through skin, stop bleeding. Do not try to push bone back in place or clean the wound. Wait for the doctor.

Poisoning by mouth: Call the doctor fast! Dilute poison by giving warm fluids to induce vomiting. Use antidote listed on container, or the universal emergency antidote: 2 Tbsp. crushed burnt toast, 1 Tbsp. strong tea, 1 Tbsp. Milk of Magnesia in 1/2 glass water. Do not induce vomiting if the poison is corrosive - acid, alkali, kerosene or gasoline.