

LADDER SAFETY AND USE CHECKLIST

Date	
Location	
Completed by	

OK = Satisfactory | AN = Action Needed | N/A = Not Applicable

		OK	AN	N/A
1	All ladders are routinely inspected for damage.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	All ladders are maintained in good condition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	The manufacturer's load limit and warning stickers are found and easy to read on each ladder.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Workers do not use ladders for anything other than their intended purpose.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Ladders are not placed in front of passageways, doorways, or driveways where they can be displaced by activities or traffic unless they are secured to prevent accidental displacement or are guarded by a temporary barricade to keep traffic away from the ladder.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Ladders are not placed on boxes, barrels, lifts, or other unstable bases to obtain additional height.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Workers face the ladder and maintain three points of contact (two hands and a foot, or two feet and a hand) when climbing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Workers do not carry any object or load that could cause them to lose balance and fall while climbing the ladder.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Workers do not use ladders that are broken or defective.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Workers never stand on the top step of stepladders.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	When portable extension ladders are used to gain access to elevated platforms, roofs, etc., the ladder always extends at least 3 feet above the elevated surface.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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OK

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12	The top of an extension ladder is always placed by workers in a way that both side rails are supported.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Workers adjust extension ladders while standing at the base and not while standing on the ladder or from a position above the ladder.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Workers secure the base of portable ladders to prevent slipping when used on unstable, slanted, or uneven surfaces.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Ladder rungs and steps do not have any grease or oil on them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	Metal ladders are made with corrosion-resistant materials or protected against corrosion.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Rungs and steps of portable metal ladders are corrugated, knurled, dimpled, coated with skid-resistant material, or otherwise treated to minimize the possibility of slipping.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Portable metal ladders are legibly marked with signs reading "CAUTION - Do Not Use Around Electrical Equipment" (or similar).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19	Ladders with structural or other defects are immediately tagged "Dangerous: Do Not Use" or with similar language and removed from service until repaired or replaced.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20	Workers have received training in the proper use and maintenance of ladders.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21	Ladders that are not in use are properly stored.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Action Needed Items and Additional Notes:

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