



Occupational Safety Program

Ladder Safety Program

Form

Ladder Inspection Form

Prepared by:

FHB

7/22/2024

Ladders shall be inspected for the following items frequently or if the ladder tips over. Any ladder found defective (except for missing ID label) shall be tagged out of service immediately (i.e. not used) until such time it is repaired. A ladder that cannot be repaired shall be discarded. Check YES (indicates a defect) or NO (indicates no defect) in the boxes provided.

Area

YES	NO	General - Inspect ALL ladders for:
		Missing or loose steps or rungs (they are loose if they can be moved by hand.)
		Loose nails, screws, bolts, or other metal parts.
		Cracked, split, worn or broken rails, braces, steps, or rungs.
		Rough or splintered surfaces.
		Damaged or worn non-slip feet.
		Twisted or distorted rails.
		Missing identification label (assign an ID #).
		Corrosion, rust, oxidization, and excessive wear, especially on treads.
		Sharp edges on rails and rungs.

In addition to the above, the following shall be inspected:

YES	NO	Step Ladders
		Wobble.
		Loose or bent hinge spreaders.
		Broken stop on hinge spreader.
		Loose hinges.

YES	NO	Extension Ladders
		Loose, broken, or missing extension locks.
		Defective locks that do not seat properly when ladder is extended.
		Insufficient lubrication of working parts.
		Defective cords, chains, and ropes.
		Missing or defective pads or sleeves.

Ladder Type	Serial / Identification Number	Location (Building)

Note: Record up to 10 inspections of safe ladders on the form. Each defective ladder must be recorded on a separate form.

Signature

Date