

LADDER INSPECTION

Area _____

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.

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 (Bldg.)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Note: One form may be used to record up to 10 inspections of SAFE ladders. Each defective ladder must be recorded on a separate sheet.

Signed _____

Date _____