

Appendix 2. Ladder Inspection Checklist

The following checklist covers many areas of potential problems. It may be used as a maintenance, department or pre-shift check. Modify it to your needs.

Ladder Type/ID: _____

Location: _____

Material: Wood Metal Fiberglass

(Recommended to be posted near and/or in the location where ladders are stored)

	Dates of Inspection							
<input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Unacceptable								
Loose steps or rungs (moveable by hand)?								
Loose/missing nails, screws, bolts or other metal parts?								
Cracked, spilt, rusted or broken uprights, braces, and rungs?								
Wooden parts (smooth, no splinters)?								
Damaged or worn non-slip bases?								
Ladder stable?								
All moving parts moving freely (lubricated as required by manufacturer)?								
Wobbly (from side strain)?								
Loose or bend hinge spreaders?								
Stop on hinge spreader broken?								
Loose hinges?								
Broken, split, or worn steps?								
Loose, broken, or missing extension locks?								
Defective locks that do not seat properly while extended?								
Worn or rotted rope?								
Identification marks (legible)?								
Ladder (stored properly when not in use)?								
Certification:								
Initials of person making inspection								
Notes:								