

Ladder Inspection Checklist

The OSHA Regulations state that ladders should be inspected before initial use in each work shift, and more frequently as necessary, to identify any visible defects that could cause employee injury. Any ladder with structural or other defects should be immediately tagged “**Dangerous: Do Not Use**” or with similar language and removed from service until repaired.

The use of an inspection checklist will ensure that the correct items are checked and no important aspects are missed in the inspection.

Inspection	Not Applicable	Condition OK	Needs Repair
Label			
Ladder is labelled or marked with its load and duty rating			
Ladder Parts			
All parts are in place			
Parts are free of defects (cracks, dents, bends, breaks, splits, sharp edges, corrosion, rust, exposed fiberglass, rot, decay, or excessive wear)			
Rungs and steps are free of mud, grease, oil, wet paint, snow, or other slippery substances			
Rungs, steps, and side rails are connected securely			
Bolts, rivets, nails, and screws are secure			
Moving parts move freely without binding or too much play			
Safety shoes or padded feet are in good repair and clean — not missing or loose			
Slip-resistant tread on feet is in good condition — not excessively worn			
Extension Ladders			
Metal bearings in locks, wheels, and pulleys are lubricated			
Locks or latching mechanisms are not missing, broken, or loose			
Locking guides or brackets engage properly			
Rope tracks properly in the pulley			
Ropes are not frayed, cut, badly worn, burned, or showing mildew or rot			
Ropes are free of tangles			
Stepladders			
Spreader bars are tight and have all rivets			
Spreader bars open fully and lock			