

PORTABLE LADDER SAFETY

Building:	Location:		
Form Completed by:	Company:	Date:	

This Factsheet provides a general assessment that must be done prior to the use of a portable ladder. Notify your supervisor if the ladder is determined to be an unacceptable selection.

UNACCEPTABLE SELECTION	NO / YES
Ladder is not appropriate for the work	<input type="checkbox"/> No <input type="checkbox"/> Yes
Ladder is not long enough	<input type="checkbox"/> No <input type="checkbox"/> Yes
Ladder will be closer than 10 feet from live electric circuits	<input type="checkbox"/> No <input type="checkbox"/> Yes
Ladder is not properly rated or rating is not known	<input type="checkbox"/> No <input type="checkbox"/> Yes

Any condition(s) identified as a “YES” in the right hand column requires that the ladder be removed from service and tagged or labeled “Out of Service- Do not use”. Notify your Supervisor of any ladders taken out of service

UNACCEPTABLE GENERAL CONDITIONS	NO / YES
Cracked, split or slivers on uprights, braces or rungs	<input type="checkbox"/> No <input type="checkbox"/> Yes
Loose rungs and/or lack of rigidity	<input type="checkbox"/> No <input type="checkbox"/> Yes
Loose fasteners and/or other hardware	<input type="checkbox"/> No <input type="checkbox"/> Yes
Damaged or worn non-slip pads at base of ladder	<input type="checkbox"/> No <input type="checkbox"/> Yes
Deformed or worn rungs	<input type="checkbox"/> No <input type="checkbox"/> Yes
Joints between rungs and side rails loose (can be moved by hand)	<input type="checkbox"/> No <input type="checkbox"/> Yes

UNACCEPTABLE STEP LADDER CONDITIONS	NO / YES
Loose or bent spreaders/hinges	<input type="checkbox"/> No <input type="checkbox"/> Yes
Stop on hinge spreaders broken	<input type="checkbox"/> No <input type="checkbox"/> Yes

UNACCEPTABLE EXTENSION LADDER CONDITIONS	NO / YES
Loose, broken or missing extension locks	<input type="checkbox"/> No <input type="checkbox"/> Yes
Visible warping	<input type="checkbox"/> No <input type="checkbox"/> Yes
Defective locks (do not seat properly when extended)	<input type="checkbox"/> No <input type="checkbox"/> Yes
Worn or rotted rope	<input type="checkbox"/> No <input type="checkbox"/> Yes