



WORKING AT HEIGHT

Ladder Inspection Checklist

Frequency: Before each use

Date: _____

Job site: _____

Supervisor: _____

All Ladders

☐	Side rails free of cracks, bends, splits, corrosion
☐	Rungs/steps tight, undamaged, free of grease and mud
☐	No makeshift repairs (tape, wire, boards)
☐	Feet/pads present, with slip-resistant surface intact
☐	Labels & duty rating legible; rating fits worker + tools

Step Ladders

☐	Spreader braces lock fully open
☐	Hinges tight, no play
☐	Pail shelf functional, not used as a step

Extension Ladders

☐	Rung locks engage properly on both rails
☐	Rope & pulley in good condition
☐	Sections slide without binding

Setup Check

☐	Firm, level base — no boxes, blocks, or barrels
☐	4:1 angle (extension); 3 ft above landing point
☐	Secured/tied off where required; doorways barricaded
☐	Fiberglass (non-conductive) ladder used near electrical

Inspected by: _____ Signature: _____