

Annex B - Safe Work Practice - Step, Platform and Extension Ladders

Maintenance & Operations Ladder Inspection Form

Building/Area/Room: _____ Date: _____
Inspected By: _____ Ladder Tag: _____

Step Ladders			
Size:	Type:	Wood <input type="checkbox"/>	Aluminum <input type="checkbox"/> Fiberglass <input type="checkbox"/>
Inspection items	Yes	No	Follow-up Action Needed
1. Steps - Loose, cracked, bent, missing	<input type="checkbox"/>	<input type="checkbox"/>	
2. Rails - Cracked, bent, split, uneven	<input type="checkbox"/>	<input type="checkbox"/>	
3. Top - Cracked, loose, missing	<input type="checkbox"/>	<input type="checkbox"/>	
4. Spreader Brace - Loose, bent, will not lock	<input type="checkbox"/>	<input type="checkbox"/>	
5. Paint Shelf - Bent, loose, missing, broken	<input type="checkbox"/>	<input type="checkbox"/>	
6. Shoes - Rubber pads worn, loose, missing	<input type="checkbox"/>	<input type="checkbox"/>	
7. General Condition - Presence of rust, corrosion, other	<input type="checkbox"/>	<input type="checkbox"/>	
8. Labels - Missing, not readable	<input type="checkbox"/>	<input type="checkbox"/>	

Extension Ladders			
Size:	Type:	Wood <input type="checkbox"/>	Aluminum <input type="checkbox"/> Fiberglass <input type="checkbox"/>
Inspection items	Yes	No	Follow-up Action Needed
1. Rungs - Loose, cracked, bent, missing	<input type="checkbox"/>	<input type="checkbox"/>	
2. Rails - Cracked, bent, split, uneven	<input type="checkbox"/>	<input type="checkbox"/>	
3. Rung Locks - Corroded, loose, missing, broken	<input type="checkbox"/>	<input type="checkbox"/>	
4. Hardware - Loose, missing, corroded, altered	<input type="checkbox"/>	<input type="checkbox"/>	
5. Rope & Pulley - Missing, frayed, not working	<input type="checkbox"/>	<input type="checkbox"/>	
6. Shoes - Rubber pads worn, loose, missing	<input type="checkbox"/>	<input type="checkbox"/>	
7. General Condition - Presence of rust, corrosion, other	<input type="checkbox"/>	<input type="checkbox"/>	
8. Labels - Missing, not readable	<input type="checkbox"/>	<input type="checkbox"/>	

Action Taken	Date Completed
Ladder tagged as damaged and requires repair	<input type="checkbox"/>
Ladder to be destroyed and disposed	<input type="checkbox"/>
Ladder in good condition and may be used	<input type="checkbox"/>
Other <input type="checkbox"/>	
Inspector's Signature: _____	