

The following checklist is a guide. It may be used in its entirety or be modified to the specific user's needs by adding or subtracting items from the checklist. For questions concerning any item, contact the Office of Environmental Health and Safety.

(36) PORTABLE LADDERS

Name: _____ Date : _____

Location of Inspection: _____

<p>1. Are all ladders maintained in good condition, joints between steps and side rails tight, all hardware and fittings securely attached, and moveable parts operating freely without binding or undue play?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____ _____</p>
<p>2. Are non-slip safety feet provided on each ladder?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>
<p>3. Are non-slip safety feet provided on each metal or rung ladder?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>
<p>4. Are ladder rungs and steps free of grease and oil?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>
<p>5. Is it prohibited to place a ladder in front of doors opening toward the ladder except when the door is blocked open, locked or guarded?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>
<p>6. Is it prohibited to place ladders on boxes, barrels, or other unstable bases to obtain additional height?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>
<p>7. Are employees instructed to face the ladder when ascending or descending?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>

<p>8. Are employees prohibited from using ladders that are broken, missing steps, rungs, or cleats, broken side rails or other faulty equipment?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>
<p>9. Are employees instructed not to use the top 2 steps of ordinary stepladders as a step?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>
<p>10. When portable rung ladders are used to gain access to elevated platforms, roofs, and the like, does the ladder always extend at least 3 feet above the elevated surface?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>
<p>11. Is it required that when portable rung or cleat type ladders are used the base is so placed that slipping will not occur, or it is lashed or otherwise held in place?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>
<p>12. Are portable metal ladders legibly marked with signs reading "CAUTION" "Do Not Use Around Electrical Equipment" or equivalent wording?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>
<p>13. Are employees prohibited from using ladders as guys, braces, skids, gin poles, or for other than their intended purposes?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>
<p>14. Are employees instructed to only adjust extension ladders while standing at a base (not while standing on the ladder or from a position above the ladder)?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Comments: _____ _____</p>

15. Are metal ladders inspected for damage?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments: _____ _____
16. Are the rungs of ladders uniformly spaced at 12 inches, center to center?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments: _____ _____