



Portable Ladder Inspection Checklist

Date of Inspection:	Name of Inspector:		
Name of Supervisor:	Department:		
Ladder Identification:			
Type of Ladder: () Step () Single () Extension			
Construction of Ladder: () Wood () Metal () Fiberglass			
General	YES	NO	TAGOUT
Are the joints between the steps/rungs and side rails tight?			If NO, Tag Out
Are all hardware and fittings secure (nails, screws, bolts, rivets, hinges, etc.)?			
Are there any cracked, split, dented, decayed or broken rails, steps or rungs?			
Are there any sharp surfaces or burns on rails, steps, rungs or spreaders?			
Are any steps, rungs, endcaps or shoes damaged or missing?			
Are the slip-resistant ladder surfaces (rails, steps and rungs) clean and free of debris?			
Do all movable parts operate freely without binding or undue play?			
Stepladders	YES	NO	TAGOUT
Does stepladder have slip resistant shoes, front and rear side rails, steps top cap, spreaders or locking hinges, and instructions/warning label?			
Straight Ladders	YES	NO	TAGOUT
Does straight ladder have slip resistant shoes, side rails, rungs, endcaps and instructions/warning labels?			
Extension Ladders	YES	NO	TAGOUT
Does extension ladder have slip resistant shoes, side rails, rungs, endcaps, and instructions/warning labels?			
Does extension ladder have guides or brackets, rung locks, and rope and pully system for fly section(s)			
Are there any loose, broken, missing, or defective (don't seal properly) extension locks?			
Is the rope for the pully system frayed or worn?			
Additional Comments			