

Ladder Safety Checklist

Date: _____

Employer/Business: _____

Completed By (Name/Title): _____

Job Location: _____

Length of Ladder: _____

	Yes	No	N/A
Have all employees received instruction on using ladders safety?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the right ladder been selected for the job?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the ladder been inspected for defects, cracks, corrosion, and are bolts and rivets secure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have unsafe ladders been tagged and removed from service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the ladder been placed away from overhead electrical wires?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is a fiberglass ladder in use if there is any chance of contact with electricity?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do the ladder's feet work properly and have slip-resistant pads?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the ladder been placed away from exit doors or away from the path of pedestrian or vehicle traffic? If placed in front of a door — is the door open or locked shut?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the ladder been placed on firm, level footing and is there rigid support for the top of the ladder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is help available if it is too difficult to handle the ladder alone?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the load the ladder is supporting within the manufacture's duty rating?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the stepladder legs completely open and the spreader brace bars locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are ladder rungs, shoes, and boots clean of substances that would make climbing the ladder slippery or hazardous?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is only one person at a time allowed to climb or stand on a ladder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have employees been instructed not to pull, lean, stretch, or make sudden movements on a ladder that could cause it to tip over?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have employees been instructed not to reach beyond the ladders rails?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have employees been instructed to climb higher or move the ladder closer to the area where they are working if they are beginning to reach above their heads or lean out past the ladder rails?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the ladder extend three feet above the landing when employees must climb off the ladder at an upper level?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are employees instructed to never stand on the top step or top cap?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Orchard Ladders			
Do the warning labels on step and orchard ladders clearly state that the top step and top cap are not to be used as a step?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is a straight orchard ladder facing into an uphill or downhill slope?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the steps of a tripod orchard ladder level and the tripod leg extended straight from the center line of the ladder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
On sloping land, is the position of the tripod leg uphill?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
When positioning the ladder across the land slope, is the tripod leg slightly downhill?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
When using an orchard ladder, are the straps of the fruit sock or bucket positioned so that the weight of the picked crop is evenly distributed and the employees can maintain a stable posture on the ladder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
When using an orchard ladder, are employees instructed to never step off onto branches of the tree, except onto the main crotch?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>