



OFFICE OF ENGINEERING SAFETY

Dwight Look College of Engineering • Texas Engineering Experiment Station
A safe and healthful environment for scholarship and research



Portable Ladders

Download additional self-inspection checklists at <http://engineering.tamu.edu/safety/>

Date _____
Inspector _____
Faculty/PI _____

Room No. _____
Location _____
Dept. _____

Items for evaluation	Yes	No	Comments	Action to be taken
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?				
Are non-slip safety feet provided on each ladder?				
Are non-slip safety feet provided on each metal or rung ladder?				
Are ladder rungs and steps free of grease and oil?				
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?				
Are employees instructed to face the ladder when ascending or descending?				
Is appropriate foot protection required where there is the risk of foot injuries from hot, corrosive, poisonous substances, falling objects, crushing or penetrating actions?				
Are employees prohibited from using ladders that are broken, missing steps, rungs or cleats, or have broken side rails or other faulty equipment?				
Are employees instructed not to use the top step of ordinary stepladders as a step?				
When portable rung ladders are used to gain access to elevated platforms, roofs, etc., does the ladder always extend at least 3 feet above the elevated surface?				
Is it required that, when portable rung or cleat type ladders are used, the base is placed so that slipping will not occur, or it is lashed or otherwise held in place?				

Items for evaluation	Yes	No	Comments	Action to be taken
Are portable metal ladders legibly marked with signs reading "CAUTION" - Do Not Use Around Electrical Equipment," or equivalent wording?				
Are employees prohibited from using ladders as guys, braces, skids, gin poles or for other than their intended purposes?				
Are employees instructed to only adjust extension ladders while standing at the base (not while standing on the ladder or from a position above the ladder)?				
Are metal ladders inspected for damage?				
Are the rungs of ladders uniformly spaced at 12 inches, center to center?				