




○

PRE USE LADDER INSPECTION CHECKLIST



*Should any of these items fail the inspection, **do not use**, tag ladder and take out of service, and **report** to a person in charge.*

Frame, Rails, Rungs and Steps:

Not loose, cracked, bending, or missing.  
 No sharp edges.

Non-Skid Feet, Castors and Lock:

Casters retract under the operator's weight.  
 Locking mechanism correctly catches lock and unlocks.  
 Non-slip rubber feet are not worn, missing or damaged.

Rivets, Screws, Bolts, Nuts and Other Metal Parts:

Not loose or missing.

General:

No signs of damage (e.g., from rust, heat/fire, or corrosive substances).  
 Free from slippery substances (e.g., water, grease, wet paint), dirt and/or debris.  
 Free from signs of temporary repair or unauthorized modification.  
 Stable, level and not wobbly.  
 All manufacturer stickers and markings clear and visible.  
 Inspection tag is present and checked.

**WARNING!**

**If ladder is damaged or missing parts, the ladder must be taken out of service immediately.**

**Metal ladders must not be used in areas where there is a risk of electrical contact.**

TURN OVER FOR INSPECTION RECORD

Cut along dotted lines

Printing Instructions:  
 Choose print "Actual size" and  
 "Print on both sides of paper".