Ladder Safety Checklist



Ladder Inspection

- Are all the rungs, cleats, or steps in good condition?
- Are the side rails intact without any cracks, bends, or breaks?
- Do the rungs, cleats, or steps fit snuggly into the side rails?
- Is the ladder free of corrosion?
- Are the side rails and steps free of oil or grease?
- Are the ladder’s hardware and fittings secure and undamaged?
- Do moveable parts operate freely without binding or excessive play?
- Are the ropes on extension ladders intact without fraying or excessive wear?
- Are damaged ladders removed from service and marked “Do not use”?

Ladder Usage

- Ensure step ladders are fully open and locked before climbing them.
- Place the ladder on a flat, secure surface.
- Place the ladder on a hard surface, as it will sink into a soft surface.
- Place the ladder on a non-movable base.
- Lean the ladder against a secure surface, not boxes or barrels.
- Do not place a ladder in front of a door.
- Position base of a ladder 1 foot away for every 4 feet of height to where it rests (1:4 ratio).
- Ladder rails should extend at least three feet above the top landing.
- Check shoes to ensure they are free of grease or mud.
- Mount the ladder from the center, not from the side.
- Face the ladder when ascending or descending, and hold on with both hands.
- Carry tools in pockets, in a bag attached to a belt, or raised and lowered by rope.
- Do not climb higher than the third rung from the top.
- Work facing the ladder.
- Do not overreach. Always keep your torso between the ladder rails.
- When using a ladder for high places, securely lash or fasten the ladder to prevent slipping.
- Avoid outdoor ladder use on windy days.
- Avoid aluminum ladders if work must be done around electrical wires or power lines.