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| **Portable Ladders**  **for Construction**  **Self-Inspection Checklist** |

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**Guidelines:** This checklist covers regulations issued by the U.S. Department of Labor, Occupational Safety and Health Administration (OSHA) under the construction standards 29 CFR 1926.1050 to 1926.1060. It applies to **portable ladders** used at temporary worksites associated with construction, alteration, demolition, or repair work including painting and decorating. The regulations cited apply only to private employers and their employees, unless adopted by a State agency and applied to other groups such as public employees. Definitions of terms in bold type are provided at the end of the checklist. A **yes** answer to a question indicates that this portion of the inspection complies with the OSHA or U.S. Environmental Protection Agency (EPA) standard, or with a nonregulatory recommendation.

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|  | **Please Circle** |
| 1. Are ladders or stairways provided at all points of access that are elevated 19 inches or more, and no ramp, runway, sloped embankment, or personnel hoist is provided? [29 CFR 1926.1051(a)] | **Y   N   N/A** |
| 1. Does a competent person provide ladder training that teaches users how to recognize hazards and procedures for minimizing these hazards?  [29 CFR 1926.1060(a)] | **Y   N   N/A** |
| 1. Is ladder retraining provided when necessary? [29 CFR 1926.1060(b)] | **Y   N   N/A** |
| 1. Can ladders support the load they are expected to carry?  [29 CFR 1926.1053(a)(1)(i),(ii),and(iii)] | **Y   N   N/A** |
| 1. Are ladder rungs, **cleats**, and steps parallel, level, and uniformly spaced when the ladder is in position for use? [29 CFR 1926.1053(a)(2)] | **Y   N   N/A** |
| 1. Are rungs, **cleats**, and steps of **portable ladders** (other than **step stools** and **extension trestle** **ladders**) spaced at least 10 but not more than 14 inches apart (as measured between center lines of the rungs, **cleats**, and steps)?  [29 CFR 1926.1053(a)(3)(i)] | **Y   N   N/A** |
| 1. Are rungs, **cleats**, and steps of **step stools** at least 8 but not more than 12 inches apart (as measured between center lines of the rungs, **cleats**, and steps)?  [29 CFR 1926.1053(a)(3)(ii)] | **Y   N   N/A** |
| 1. Are rungs, **cleats**, and steps of the base section of **extension trestle ladders** at least 8 but not more than 18 inches apart (as measured between center lines of the rungs, **cleats**, and steps)? [29 CFR 1926.1053(a)(3)(iii)] | **Y   N   N/A** |
| 1. Are rungs, **cleats**, and steps of the extension section of **extension trestle ladders** at least 6 but not more than 12 inches apart (as measured between center lines of the rungs, **cleats**, and steps)? [29 CFR 1926.1053(a)(3)(iii)] | **Y   N   N/A** |
| 1. Is the clear distance between side rails for all **portable ladders** at least 11-1/2 inches? [29 CFR 1926.1053(a)(4)(ii)] | **Y   N   N/A** |
| 1. Are the rungs and steps of portable metal ladders corrugated, knurled, dimpled, coated with skid-resistant material, or otherwise treated to minimize slipping?  [29 CFR 1926.1053(a)(6)(ii)] | **Y   N   N/A** |
| 1. Are ladders prohibited from being tied or fastened together to provide longer sections (unless they are designed for such use)? [29 CFR 1926.1053(a)(7)] | **Y   N   N/A** |
| 1. Is a metal spreader or locking device provided on each stepladder to hold the front and back sections in an open position when the ladder is being used?  [29 CFR 1926.1053(a)(8)] | **Y   N   N/A** |
| 1. Are ladder surfaced to prevent injury from punctures or lacerations, and to prevent snagging of clothing? [29 CFR 1926.1053(a)(11)] | **Y   N   N/A** |
| 1. Is it prohibited to coat wood ladders with any opaque covering, except for identification or warning labels that are placed on only one face of a side rail?  [29 CFR 1926.1053(a)(12)] | **Y   N   N/A** |
| 1. Do **portable ladders** extend at least 3 feet above the upper landing surface for which the ladder is used to gain access? [29 CFR 1926.1053(b)(1)]   **Note:** As an alternative, secure the ladder at its top to a rigid support that will not deflect. Use a grasping device (such as a grabrail) to mount and dismount the ladder. The extension should never be such that the ladder deflection under load would, by itself, cause the ladder to slip off its support. | **Y   N   N/A** |
| 1. Are ladders maintained free of oil, grease, and other slipping hazards?  [29 CFR 1926.1053(b)(2)] | **Y   N   N/A** |
| 1. Are ladders loaded at or below the maximum intended load for which they were built, or at or below the manufacturer's rated capacity? [29 CFR 1926.1053(b)(3)] | **Y   N   N/A** |
| 1. Are ladders only used for the purpose for which they were designed?  [29 CFR 1926.1053(b)(4)] | **Y   N   N/A** |
| 1. Are non-self-supporting ladders used at an angle such that the horizontal distance from the top support to the foot of the ladder is approximately 1/4 of the working length of the ladder (the distance along the ladder between the foot and the top support)? [29 CFR 1926.1053(b)(5)(i)] | **Y   N   N/A** |
| 1. Are ladders used only on stable and level surfaces, unless secured to prevent displacement? [29 CFR 1926.1053(b)(6)] | **Y   N   N/A** |
| 1. Are ladders used on slippery surfaces ONLY when they are secured or provided with slip-resistant feet to prevent displacement? [29 CFR 1926.1053(b)(7)]   **Note:** Do not use slip-resistant feet as a substitute for care in placing, lashing, or holding a ladder on surfaces such as flat metal or concrete that cannot be prevented from becoming slippery. | **Y   N   N/A** |
| 1. Are ladders secured to prevent displacement, especially in busy, high-traffic areas? [29 CFR 1926.1053(b)(8)]   **Note:** As an alternative, a barricade may be used to keep the activities or traffic away from the ladder. | **Y   N   N/A** |
| 1. Is the area around the top and bottom of ladders kept clear?  [29 CFR 1926.1053(b)(9)] | **Y   N   N/A** |
| 1. Is the top of a non-self-supporting ladder placed with the two rails supported equally, unless it has a single support attachment? [29 CFR 1926.1053(b)(10)] | **Y   N   N/A** |
| 1. Is it prohibited to move, shift, or extend ladders while they are occupied?  [29 CFR 1926.1053(b)(11)] | **Y   N   N/A** |
| 1. Do ladders have nonconductive siderails if they are used where they could contact exposed energized electrical equipment? [29 CFR 1926.1053(b)(12)] | **Y   N   N/A** |
| 1. Is standing on the top or top step of a stepladder prohibited?  [29 CFR 1926.1053(b)(13)] | **Y   N   N/A** |
| 1. Is climbing on the cross-bracing on the rear section of stepladders prohibited?  [29 CFR 1926.1053(b)(14)]   **Note:** This is allowed IF the ladder is designed and provided with steps for climbing on both front and rear sections. | **Y   N   N/A** |
| 1. Are ladders inspected periodically by a competent person and after any incident that could affect their safe use? [29 CFR 1926.1053(b)(15)] | **Y   N   N/A** |
| 1. Are portable ladders with structural defects (a) immediately marked in a manner that readily identifies them as defective, (b) tagged with **DO NOT USE** or similar language, or (c) withdrawn from service until repaired?  [29 CFR 1926.1053(b)(16)]   **Note:** Structural defects include broken or missing rails, corroded components, or other faulty or defective components. | **Y   N   N/A** |
| 1. Does a ladder that is repaired meet its original design criteria, before it is returned to use? [29 CFR 1926.1053(b)(18)] | **Y   N   N/A** |
| 1. Do all students and employees face the ladder when moving up or down the ladder? [29 CFR 1926.1053(b)(20)] | **Y   N   N/A** |
| 1. Do all students and employees use at least one hand to grasp the ladder when moving up or down the ladder? [29 CFR 1926.1053(b)(21)] | **Y   N   N/A** |
| 1. Is it prohibited to carry any object or load that could cause a person to lose balance and fall? [29 CFR 1926.1053(b)(22)] | **Y   N   N/A** |

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**Definitions:**

**Cleat:** a ladder crosspiece of rectangular cross section placed on edge. A person steps on a cleat while ascending or descending a ladder.   
[29 CFR 1926.1050(b)]

**Extension trestle ladder:** a self-supporting **portable ladder**, adjustable in length, consisting of a trestle ladder base and a vertically adjustable extension section, with a suitable means for locking the ladders together.

**Portable ladder:** a ladder that can be readily moved or carried.

**Step stool (ladder type):** a self-supporting, foldable, **portable ladder**, nonadjustable in length, 32 inches or less in overall size, with flat steps and without a pail shelf, designed to be climbed on the ladder top cap as well as all steps. The side rails may continue above the top cap.

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**Comments/Corrective action:**   
 