

**Southern Utah University  
Safety & Risk Management  
Ladder Inspection Checklist**

Ladder Description: \_\_\_\_\_

Date: \_\_\_\_\_  
(Month/Day/Year)

<b>GENERAL</b>	Yes	No
End caps and feet are in place and in good condition with slip-resistant material		
Step connections are in good condition without bends or breaks		
Rungs are tight and in good condition - no bent or missing rungs		
Warning Labels are present and legible		
Hardware is tight and secure		
Surfaces are free of grease, oil, rust or corrosion		
Side rails are straight and free of cracks, bends, splits, or corrosion		

<b>STEPLADDERS</b>	Yes	No
Ladder is stable and does not wobble from side strain		
Hinge Spreaders are straight, tight and lock appropriately		
Hinges are tight and function properly		

<b>EXTENSION LADDERS</b>	Yes	No
Ropes and pulleys are not frayed or tangled		
Rung locks are present and operate smoothly		

**REPORT ALL PROBLEMS AND TAKE LADDERS OUT OF SERVICE!**