LADDER SAFETY INSPECTION CHECKLIST



Ladders need to be checked before every use. Use this checklist to stay safe when working at height.

Usage inspection needed every 6 months if used once a week or more, every 12 months if used less than once a week.

Inspector		Date & timeUnique ladder ID		
Item to be checked	Pass/Fall	Action needed	Actioned by	Action date
GENERAL				
Suitable for work use?				
Loose steps or rungs? (Can be moved by hand) Remove from use: repair or discard				
Loose, damaged, or corroded nails, crews, bolts or other metal part? Remove from use: repair or discard				
Cracked, split or broken stiles, braces, steps or rungs? Discard: do not attempt repair				
Slivers/splinters on stiles, rungs or steps? Remove from use: repair or discard				
Damaged, missing or worn non-slip feet? Remove from use: repair or discard				
Ladder painted? (Could be hiding defects) Remove from use: repair paint or discard				
LADDERS				
Wobbly or unstable? Remove from use: repair or discard				
Cracks or impact damage? Discard: do not attempt repair				
Loose hinges?				



