

OSHA Compliance Checklist

Portable Wood Ladder Checklist

(1910.25)

	O.K.	Action Needed
General Requirements		
1. Are all wooden ladders free of sharp edges and splinters, shake, save, decay and other irregularities?		
2. Are all steps:		
a. spaced not more than 12 inches?		
b. parallel and level?		
3. Is the minimum of the side rails width greater than 11.5 inches at the top?		
4. Are metal spreaders provided and in good order?		
5. Are all sharp points on spreaders covered or removed?		
6. Are all single ladders less than 30 feet?		
7. Are all two section ladders less than 60 feet?		
8. Are all painters' (type II) ladders less than 20 feet?		
Care and Maintenance		
1. Are procedures in place to ensure ladders are maintained in good condition?		
a. with all fittings securely attached?		
b. with the joint between the steps and siderails secure?		
c. with movable parts operating freely without binding or excessive play?		
d. by frequent inspection?		
e. by ensuring defective ladders are immediately removed from service and tagged with the words "Dangerous, Do Not Use."		
2. Are all ladders routinely maintained?		
a. by frequently lubricating locks, wheels and pulleys?		
b. by replacing worn ropes?		
c. by ensuring safety feet are in good condition?		
d. by ensuring rungs are kept free of oil?		
Use		
1. Are single and two section ladders used at a pitch such that the horizontal distance from foot to top is one-fourth the ladder length?		
2. Is the horizontal use of ladders prohibited?		
3. Are ladders limited to a single person (unless otherwise specified)?		
4. Is the placing of ladders in front of doors prohibited unless the door is blocked, locked or guarded?		
5. Is care taken to ensure ladders are only placed on firm footing?		
6. Are ladders only used for their intended purpose?		
7. Are the tops of stepladders prohibited from use as a step?		
8. If used to gain access to a roof, is at least three feet of the ladder extended above the point of support?		
9. Are users prohibited from using the backs of step ladders as steps?		