

Stepladder Inspection Form



Date: _____ Employee Conducting the Inspection: _____

Ladder ID #: _____ Department: _____

OSHA requires (29 CFR 1910.23(b)(9)) all ladders are to be visually inspected prior to their first use in a work shift and more frequently as necessary. In addition to those inspections, it is recommended that all ladders are visually inspected using this form as guidance at least annually. If you answer “no” to any question below, tag the ladder and remove it from service.

Inspection		YES	NO
1.	Are all labels present and legible?		
2.	Are the rails in good condition free from any cracks, bends, dents or other damage?		
3.	Are all of the steps present, secure, in good condition and free from any damage?		
4.	Is the top cap secure, in good condition and free from any damage?		
5.	Is the spreader in good condition and locks into place when the ladder is in use?		
6.	Are the feet present, in good condition and free from any damage or defects?		
7.	Is the ladder free from any grease, oil or other slippery substance?		
8.	Is the ladder free from paint or other substances that would prevent you from inspecting the ladder?		
9.	Is the ladder free from any loose or damaged parts, significant rust or corrosion?		

