

Completed By:

Location:

Date Completed:

### Portable Wooden Ladders

**Instructions:** This checklist is intended to help you identify potential hazards in your workplace. The questions are based on applicable Federal OSHA standards. Keep in mind that additional state and local regulations may apply, depending upon your location. Please check one answer for each question. If you select “no,” you should investigate further to determine what corrective action may be needed to address the hazard. You can review the specific OSHA Standards outlined below at [www.osha.gov/law-regs.html](http://www.osha.gov/law-regs.html). Choose “General Industry” or “Construction.”

	Questions	OSHA Regulation	Yes	No	N/A
1)	Are all portable rung ladders equipped with nonslip bases where a hazard of slipping exists?	1910.25(d)(2)(xix)			
2)	Are all portable wooden step ladders 20 feet or less in length?	1910.25(c)(2)			
3)	Are all single wooden ladders 30 feet or less in length?	1910.25(c)(3)(ii)(a)			
4)	Are all two-section wooden extension ladders 60 feet or less in length?	1910.25(c)(3)(iii)(a)			
5)	Are all wooden ladder parts (a) sound, (b) free of sharp edges and splinters, and (c) on visual inspection, free from shake, wane, compression failure, decay, or other irregularities?	1910.25(b)(1)(i)			
6)	Are ladders always placed on stable bases?	1910.25(d)(2)(v)			
7)	Are ladders placed away from the front of doors that open toward the ladder unless the door is blocked, locked, or guarded?	1910.25(d)(2)(iv)			
8)	Are rungs kept free of grease and oil?	1910.25(d)(1)(xi)			
9)	Are the metal bearings of locks, wheels, pulleys, etc. frequently lubricated?	1910.25(d)(1)(ii)			
10)	Are the safety feet or other auxiliary equipment kept in good condition?	1910.25(d)(1)(iv)			

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<b>11)</b>	Are wooden ladders inspected frequently and are those with defects withdrawn from service for repair or destruction and tagged or marked as "Dangerous, Do Not Use?"	1910.25(d)(1)(x) and (d)(2)(viii)			
<b>12)</b>	Are wooden ladders used and placed so that the horizontal distance from the top support to the foot of the ladder is one-quarter of the working length of the ladder (the length along the ladder between the foot and the top support)?	1910.25(d)(2)(i)			
<b>13)</b>	If ladders are used to gain access to a roof, are they extended at least 3 feet above the point of support?	1910.25(d)(2)(xv)			
<b>14)</b>	Is frayed or badly worn rope replaced?	1910.25(d)(1)(iii)			
<b>15)</b>	Is only one person allowed on the ladder at one time?	1910.25(d)(2)(ii)			
<b>16)</b>	Is the inside width between side rails of each portable step ladder at least 11-1/2 inches? Is the inside width between side rails of each portable step ladder at least 11-1/2 inches?	1910.25(c)(2)(i)(c)			
<b>17)</b>	Is the ladder placed to prevent slipping?	1910.25(d)(2)(i)			
<b>18)</b>	Is the metal spreader or locking device of portable step ladders of sufficient size and strength to securely hold the front and back sections in the open position?	1910.25(c)(2)(i)(f)			
<b>19)</b>	Is the portable step ladder of uniform step spacing and less than 12 inches apart?	1910.25(c)(2)(i)(b)			
<b>20)</b>	Is the splicing of short ladders together prohibited?	1910.25(d)(2)(ix)			
<b>21)</b>	Is the use of the tops of stepladders as steps prohibited?	1910.25(d)(2)(xii)			

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	Questions	OSHA Regulation	Yes	No	N/A
<b>22)</b>	Is the use of wooden ladders in the horizontal position prohibited?	1910.25(d)(2)(i)			
<b>23)</b>	When in use, do all 36- to 48-foot two-section extension wooden ladders have a minimum overlap of 4 feet between the two sections?	1910.25(d)(2)(xiii)			
<b>24)</b>	When in use, do all 36-foot or less two-section extension wooden ladders have a minimum overlap of 3 feet between the two sections?	1910.25(d)(2)(xiii)			
<b>25)</b>	When in use, do all 48- to 60-foot two-section extension wooden ladders have a minimum overlap of 5 feet between the two sections?	1910.25(d)(2)(xiii)			

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