

SAFETY Checklist

Completed By:

Location:

Date Completed:

Walking and Working Surfaces: General Requirements for all Ladders (General Industry)

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 select one answer for each question. You can click in the box if completing this form on your computer or mobile device. 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. Choose “General Industry.”

1910.23(a) - 1910.23(a)(2): Application

This section covers all ladders, except when the ladder is:

(1) Used in emergency operations such as firefighting, rescue, and tactical law enforcement operations, or training for these operations; or

(2) Designed into or is an integral part of machines or equipment special-use applications

	Questions	OSHA Regulation	Yes	No	N/A
1	Are ladder rungs, steps and cleats parallel, level, and uniformly spaced when the ladder is position for use?	1910.23(b)(1)			
2	Are ladder rungs steps and cleats not less than 10 inches and not more than 14 inches apart, as measured between the centerlines of the rungs, cleats, and steps? NOTE: Ladder rung step and cleat spacing for elevator shafts ladders must be 6-14 inches measured along the ladder side rails and for telecommunication tower ladders must not exceed 18 inches as measured between the centerlines of the rungs or steps.	1910.23(b)(2)(i-ii)			
3	Are steps on stepstools spaced at least 8 inches and not more than 12 inches apart, as measured between the centerlines of the steps?	1910.23(b)(3)			
4	Do ladder rungs, steps and cleats have a minimum clear width of 11.5 inches on portable ladders? NOTE: The minimum clear width does not apply to ladders with narrow rungs that are not designed to be stepped on, such as those located on the tapered end of orchard ladders and similar ladders.	1910.23(b)(4) - (b)(4)(i)			
5	Do rungs and steps on rolling ladders used in telecommunication centers have a minimum clearance of 8 inches?	1910.23(b)(4)(iii)			

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	Questions	OSHA Regulation	Yes	No	N/A
6	Do stepstools have a minimum clear width of 10.5 inches?	1910.23(b)(4)(iv)			
7	Are wooden ladders free from any coating that might obscure structural defects?	1910.23(b)(5)			
8	Are metal ladders constructed with corrosion-resistant material or protected against corrosion?	1910.23(b)(6)			
9	Are ladder surfaces free of puncture or laceration hazards?	1910.23(b)(7)			
10	Are ladders used only for the intended design?	1910.23(b)(8)			
11	Are ladders inspected before initial use in each work shift, and more frequently as necessary, to identify any visible defects?	1910.23(b)(9)			
12	Are ladders with structural or other defects immediately tagged “Dangerous: Do Not Use” or similar language and removed from service until repaired or replaced?	1910.23(b)(10)			
13	While climbing up or down ladders do employees face the ladder, have at least one hand to grasp the ladder and not carry objects or loads that could cause them to lose their balance?	1910.23(b)(11) - (13)			

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