

# SAFETY Checklist

Completed By:

Location:

Date Completed:

## Walking and Working Surfaces: Portable 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](http://www.osha.gov/law-regs.html). Choose “General Industry.”

### 1910.21 Scope and Definitions

*Portable ladder* means a ladder that can readily be moved or carried, and usually consists of side rails joined at intervals by steps, rungs, or cleats.

Questions	OSHA Regulation	Yes	No	N/A
1 Are rungs and steps of portable metal ladders corrugated, knurled, dimpled, or coated with skid-resistant material to minimize the possibility of slipping?	1910.23(c)(2)			
2 Are stepladders or combination ladders used in a stepladder mode equipped with a metal spreader or locking device that securely holds the front and back sections in an open position while the ladder is in use?	1910.23(c)(3)			
3 Are ladders not loaded beyond the maximum intended load? NOTE: The total load (weight and force) includes the weight of the employee, all tools, equipment, and materials being carried.	1910.23(c)(4)			
4 Are ladders only used on stable and level surfaces unless they are secured or stabilized to prevent accidental displacement?	1910.23(c)(5)			
5 Is the use of single rail ladders prohibited?	1910.23(c)(6)			
6 Is the movement, shifting or extension of a ladder while an employee is on it prohibited?	1910.23(c)(7)(i-ii)			
7 Are ladders placed in locations such as passageways, doorways, or driveways secured to prevent accidental displacement or guarded by temporary barricades to keep the activities or traffic away from the ladder?	1910.23(c)(7)(i-ii)			

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	Questions	OSHA Regulation	Yes	No	N/A
8	Is the use of the cap or top step of a stepladder as a step prohibited?	1910.23(c)(8)			
9	Are portable ladders used on slippery surfaces secured and stabilized?	1910.23(c)(9)			
10	Is the top of a non-self-supporting ladder placed so that both rails are supported unless the ladder is equipped with a single support attachment?	1910.23(c)(10)			
11	Do portable ladders used to gain access to an upper landing surface have side rails that extend three feet above the upper landing surface?	1910.23(c)(11)			
12	Is the tying or fastening together of ladders and ladder sections to provide additional length prohibited unless they are specifically designed for that application?	1910.23(c)(12)			
13	Are ladders prohibited from being placed on boxes or other unstable surfaces to obtain additional height?	1910.23(c)(13)			

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