



SAFETY WALKAROUND CHECKLIST PORTABLE LADDERS

Date Prepared: _____ By: _____

Project Name/No.: _____ Location: _____

All items within this Checklist are considered to be good practice. In addition, some are required by law. These items will include a citation to the Code of Federal Regulations (CFR) or other federal regulatory documentation. For example, 29 CFR 1926.20 is the citation for Title 29, Code of Federal Regulations, Part 1926.20.

- **Check the box if the statement is true.**

HAZARD IDENTIFICATION AND TRAINING [29 CFR 1926.20(b) and 1926.21(b)]

This section provides essential safety information that is important to all construction activities; however, it may not apply in toto to the specific topic of this tailgate meeting.

- The company has initiated and maintains a program to prevent on-site accidents. This program includes:
 - Frequent and regular inspections of the job site, materials, and equipment by a competent person.
 - Tagging; locking the controls; or removing machinery, tools, material, or equipment when these items don't comply with Occupational Safety and Health Administration (OSHA) requirements.
 - Permitting only employees who are qualified by training or experience to operate equipment and machinery.
 - Training each employee to recognize and avoid unsafe conditions.
 - Training employees in the OSHA regulations that apply to their jobs.

INSPECTIONS

- All defective ladders are tagged and immediately removed. [29 CFR 1926.1053(b)(16)]
- Ladders have no broken or defective rungs or side rails, and rungs are firmly attached to side rails. [29 CFR 1926.1053(b)(16)]
- Ladders have no nails, screws, or splinters sticking out. [29 CFR 1926.1053(a)(11)]
- Rungs have no oil or grease on them. [29 CFR 1926.1053(b)(2)]

NOTES



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- Non-slip safety feet or bases on ladders are in good condition. [29 CFR 1926.1053(b)(16)]
- Non-slip safety material on ladder rungs is in good condition. [29 CFR 1926.1053(b)(16)]
- Interiors of open-end hollow rungs of metal ladders are free from corrosion. [29 CFR 1926.1053(b)(16)]

NOTES

LADDER SPECIFICATIONS

- Rungs are uniformly spaced no more than 12 in. apart vertically. [29 CFR 1926.1053(a)(3)(ii)]
- Stepladders do not exceed 20 ft.
- Extension ladders do not exceed 44 ft when extended.
- Portable metal ladders are marked with a sign cautioning against use near electrical equipment. [29 CFR 1926.951(c)(1)]
- Portable ladders purchased after July 1, 1992, are labeled as being in accordance with American National Standards Institute (ANSI) standards A 14.1, *American National Standard Practice for Portable Wood Ladders*, or A 14.2, *American National Standard Practice for Portable Metal Ladders*.

USE OF CORRECT LADDER

- No portable metal ladder is being used near energized lines or equipment. [29 CFR 1926.951(c)(1)] (An exception is special situations where nonconductive ladders might present a hazard. Refer to the "High Voltage Lines" Checklist.)
- Double-cleat ladders are used if there is two-way traffic or traffic by 25 or more employees. (Double-cleat ladders should not exceed 30 ft in length.)
- Single-rail ladders are prohibited on the site.
- Short ladders are not spliced together to make long ladders (unless they are specifically designed for that purpose). [29 CFR 1926.1053(a)(7)]

PLACEMENT

- Stairways, ramps, or ladders are provided at all points in frequently traveled passageways, entries, or exits where there is a break in elevation of 19 inches or more. [29 CFR 1926.1051(a)]
- Areas where ladders are placed are clear at the top and bottom. [29 CFR 1926.1053(b)(9)] These are not greasy or muddy.



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NOTES

- Ladders are placed on firm dry ground, so they won't slip or sink. They are not placed on boxes or other unstable bases. [29 CFR 1926.1053(b)(6) and 1926.1053(b)(7)]
- Ladders are not placed where they can be accidentally struck or displaced (e.g., a doorway, passageway, or driveway). Ladders that may be struck or displaced are barricaded or guarded. [29 CFR 1926.1053(b)(8)]
- Portable ladders are either lashed or held if the feet are placed on metal, concrete, or other slippery surfaces. [29 CFR 1926.1053(b)(7)]
- Portable ladders are placed 1 ft from the wall for every 4 ft of ladder length (75° pitch). [29 CFR 1926.1053(b)(5)(i)]

WORK PRACTICES

Employees are instructed and required:

- Not to stand or work on the top three rungs of a ladder that has no handholds, unless protected by a safety belt.
- To face a ladder while climbing and descending. [29 CFR 1926.1053(b)(20)]
- To open stepladders fully.
- Not to stand or work at the top of a stepladder. [29 CFR 1926.1053(b)(13)]
- To use a ladder one individual at a time unless the ladder is specially designed for more people. [29 CFR 1926.1053(b)(14)]
- Not to use ladders as guys, braces, skids, gin poles, or for other than their intended purpose.
- To adjust extension ladders only when standing at the base, not while on or above the ladder. [29 CFR 1926.1053(b)(11)]
- To place ladders so that side rails extend at least 3 ft above the landing or level they serve. [29 CFR 1926.1053(b)(1)]
- Not to carry tools, equipment, or materials in an unsafe way while on a ladder. [29 CFR 1926.1053(b)(22)]



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SAFETY WALKAROUND CHECKLIST GENERAL INSPECTION

<i>Other Hazards Noted</i>	<i>Action</i>

Near-Miss Reports:

Other:



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