



**UNIVERSITY OF
CAMBRIDGE**

Health and Safety Office

Safety Inspection Checklist Ladders

Ladder number/owner

	Item	Yes	No
1	Is the ladder marked as EN131, BS1129 or BS 2037, and either Class 1 (heavy duty) or Class 2, or 'light trade'? (Reject if marked Class 3 or Domestic)		*
2	In particular, are the stiles straight?		
3	Rungs – are they straight, and not showing signs of undue wear or movement?		
4	Are any wedges and tie rods tight? (Any that are missing must be replaced)		
5	Are ropes or struts in good condition?		
6	Feet – are they splitting or fraying? Are there missing ferrules or rubber feet?		
7	Are hinges loose? (Check for sideways play in a step ladder)		
8	(Timber ladders) are there any splits, cracks, signs of splintering, warping or bruising? Reject any timber ladder that has been painted		
9	(Metal ladders) Are there any cracks, or any signs of mechanical damage?		

The use of the ladder:

	Item	Yes	No
10	Is the ladder positioned so that it is one metre out for every 4 metres upwards?		
11	For access to a roof or stage, does it project at least 1 m (3 rungs) above the stage?		
12	Are the feet on a firm, level surface?		
13	Is the person using both hands on the stiles to climb the ladder?		
14	If the ladder is > 3m long, is it secured by lashing or is someone footing the ladder at all times?		
15	Is the ladder apparently overloaded?		
16	Is the person leaning out sideways?		
17	Does the person 'bounce' the ladder sideways?		

Comments, observations or recommendations arising from the above

Inspection carried out byDate.....

**Steel ladders may not be marked with any standard but should not be rejected for this reason alone.*