

Brock University Facilities Management Operating Procedures

Annex B - Safe Work Practice - Step, Platform and Extension Ladders

Maintenance & Ope	rations Ladder Inspecti	on Fo	rm			
Building/Area/Room: Inspected By:		Date	Date:			
		Ladder Tag:				
Step Ladders						
Size:	Type:	Wood		Aluminum =	Fiberglass =	
Inspection items		Yes	No	Follow-up Action Needed		
1. Steps - Loose, cracked, b	ent, missing					
2. Rails - Cracked, bent, sp	lit, uneven			1		
3. Top - Cracked, loose, missing				1		
4. Spreader Brace - Loose, bent, will not lock				1		
5. Paint Shelf - Bent, loose, missing, broken				1		
6. Shoes - Rubber pads worn, loose, missing				1		
7. General Condition - Presence of rust, corrosion, other				1		
8. Labels - Missing, not read	dable			1		
Extension Ladders						
Size:	Type:	Wood	-	Aluminum -	Fiberglass	
Inspection items	STREET	Yes	No	Follow-up	Action Needed	
1. Rungs - Loose, cracked, ber				1		
2. Rails - Cracked, bent, split, uneven						
3. Rung Locks - Corroded, loose, missing, broken						
4. Hardware - Loose, missing, corroded, altered						
5. Rope & Pulley - Missing, frayed, not working						
6. Shoes - Rubber pads worn, loose, missing						
7. General Condition - Presence of rust, corrosion, other						
8. Labels - Missing, not readab	le					
Action Taken				Date	Completed	
Ladder tagged as damaged and				1		
Ladder to be destroyed and disposed				_		
Ladder in good condition and may be used						
Other		C.				
				1		
Inspector's Signature:						
				1		