

Name \_\_\_\_\_

School District \_\_\_\_\_

School Site \_\_\_\_\_

Date \_\_\_\_\_

Ladder Type/Size \_\_\_\_\_

Work Order Submitted  Yes \_\_\_\_\_  No  
Work Order Number

**Ladder Inspection Checklist**

General	Needs repair	O.K.	Date repaired
Loose steps or rungs (considered loose if they can be moved at all with the hand)?	_____	_____	_____
Loose nails, screws, bolts, or other metal parts?	_____	_____	_____
Cracked, spilt, or broken uprights, braces, or rungs?	_____	_____	_____
Slivers on uprights, rungs, or steps?	_____	_____	_____
Damaged or worn non-slip bases?	_____	_____	_____

**Step ladders**

Wobbly (from side strain)?	_____	_____	_____
Loose or bent hinge spreaders?	_____	_____	_____
Stop on hinge spreaders broken?	_____	_____	_____
Loose hinges?	_____	_____	_____
Broken, split, or worn steps?	_____	_____	_____

**Extension ladders**

Loose, broken, or missing extension locks?	_____	_____	_____
Defective locks that do not seat properly while extended?	_____	_____	_____
Worn or rotted rope?	_____	_____	_____

\_\_\_\_\_  
Signature