|  |  |  |  |
| --- | --- | --- | --- |
| **Location** |  | **Description & ID No.** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Inspected by:** |  | **Check by:** |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Item** | **Condition** | **Condition** | **Condition** | **Condition** |
| **1** | **Leaning Ladder** |  |  |  |  |
| 1.1 | Loose rungs (move by hand) |  |  |  |  |
| 1.2 | Loose nails, screws, bolts etc. |  |  |  |  |
| 1.3 | Loose mounting brackets etc. |  |  |  |  |
| 1.4 | Cracked, broken, split stays |  |  |  |  |
| 1.5 | Splinters on stays or rungs |  |  |  |  |
| 1.6 | Cracks in metal stays, rungs or joints |  |  |  |  |
| 1.7 | Bent metal stays or rungs |  |  |  |  |
| 1.8 | Damaged/worn/missing non-slip devices or feet |  |  |  |  |
| 1.9 | Wobbly |  |  |  |  |
| **2** | **Step Ladder** |  |  |  |  |
| 2.1 | Wobbly |  |  |  |  |
| 2.2 | Loose/bent hinge spreaders |  |  |  |  |
| 2.3 | Stop on spreaders broken |  |  |  |  |
| 2.4 | Loose hinges |  |  |  |  |
| 2.5 | Damaged or worn steps/treads |  |  |  |  |
| 2.6 | Damaged/worn or missing feet |  |  |  |  |
| 2.7 | Loose, bent, missing or damaged platform |  |  |  |  |
| **3** | **Extension Ladder** |  |  |  |  |
| 3.1 | Defective extension locks |  |  |  |  |
| 3.2 | Defective rope pulley |  |  |  |  |
| 3.3 | Deterioration of rope |  |  |  |  |
| **4** | **Trestle Ladder** |  |  |  |  |
| 4.1 | Wobbly |  |  |  |  |
| 4.2 | Defective hinges |  |  |  |  |
| 4.3 | Defective hinge spreaders |  |  |  |  |
| 4.4 | Stop on spreaders defective |  |  |  |  |
| 4.5 | Defective centre guide for extension |  |  |  |  |
| 4.6 | Defective extension locks |  |  |  |  |
| 4.7 | Worn, damaged or missing feet |  |  |  |  |
| **5** | **Fixed Ladder** |  |  |  |  |
| 5.1 | Ladder cage |  |  |  |  |
| 5.2 | Deterioration in any metal parts |  |  |  |  |
| **No.** | **Item** | **Condition** | **Condition** | **Condition** | **Condition** |
|  |  |  |  |  |  |
| **6** | **General** |  |  |  |  |
| 6.1 | Painting of wooden ladders |  |  |  |  |
| 6.2 | Identification |  |  |  |  |
| 6.3 | Storage |  |  |  |  |
|  | **Action required:** |  |  |  |  |
|  | **Signed: Competent person** |  |  |  |  |
|  | **Signed: Person responsible** |  |  |  |  |
|  | **Date:** |  |  |  |  |