Ladder Safety: Procedures Checklist

Conduct a self assessment to see if you currently follow the guidelines below:

1. Set the ladder on a firm level surface to support the ladder?  □ Yes  □ No
2. Ladder feet are kept parallel to the surface the ladder will lean against?  □ Yes  □ No
3. Secure or have someone hold the base of the ladder?  □ Yes  □ No
4. Angle the ladder so that ¼ of its working length equals the distance between the vertical wall and the ladder feet?  (Hint: If a ladder is supported 20 feet off the ground, then the ladder needs to be set 5 feet away from the wall.)  □ Yes  □ No
5. Extend the top of the ladder at least 3 feet over the top support of the landing surface?  □ Yes  □ No
6. Avoid placing ladders on windows or sashes?  □ Yes  □ No
7. Avoid placing ladders in front of doors that are not blocked, locked, or guarded?  □ Yes  □ No
8. Position an extension ladder before extending it?  □ Yes  □ No
9. Have only one person on a ladder that is intended for only one person?  □ Yes  □ No
10. Stay off of ladders if you are susceptible to dizziness or fainting?  □ Yes  □ No
11. Face the ladder when climbing up or down?  □ Yes  □ No
12. Always maintain 3 points of contact?  □ Yes  □ No
13. Carry tools up and down the ladder with a rope, belt, or in your pocket?  □ Yes  □ No
14. Wear shoes with non-skip soles?  □ Yes  □ No
15. Stand below the top rung and the rung next to the top?  □ Yes  □ No
16. Avoid leaning over either side of the ladder?  □ Yes  □ No

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