

# Ladder Permit Form

FORM COMPLETED BY:	DATE:
PROJECT:	DATE RANGE:
CONTRACTOR:	CONTACT:
SUPERINTENDENT:	CONTACT:
ON-SITE COMPETENT PERSON:	CONTACT:
DESCRIBE THE WORK THAT WILL BE PERFORMED USING LADDERS:	
WHY IS IT NECESSARY TO USE LADDERS INSTEAD OF LIFTS, SCAFFOLDING, OR PORTABLE STAIRS?	
WHERE WILL LADDERS BE USED?	
TYPE OF LADDER: <input type="checkbox"/> Platform <input type="checkbox"/> Tripod ladder <input type="checkbox"/> Stepladder <input type="checkbox"/> Trestle ladder <input type="checkbox"/> Extension ladder <input type="checkbox"/> Job made ladder <input type="checkbox"/> Other:	
LADDER HEIGHT:	WEIGHT CAPACITY:

LADDER INSPECTION	YES	NO	N/A
Ladder inspected by competent person			
No broken, bent, or missing steps, rungs or rails			
Floor, steps and rungs free of water, oil, ice or other slippery substance			
No sharp edges, cuts or burrs			
Spreaders and locks are functional and in good condition			
Job made ladder free of double-headed nails			
Nonslip bases and/or safety feet in good condition			
Damaged ladders tagged and removed from service			

LADDER PLACEMENT	YES	NO	N/A
Ladder level, stable and on solid ground			
3' radius cleared around base of ladder			
Stepladder is fully open and locked			
Extension ladder extends 36" above edge and properly secured			
Extension ladder placed at 4:1 ratio			
Tool rope used for pulling up tools and materials			
Placement will not expose worker to mobile equipment			
Placement will not expose worker to building perimeter, elevator shaft, window or atrium falls by placing worker above guardrail system			

WORKERS	YES	NO	N/A
Trained in ladder safety			
Second worker providing assistance to stabilize ladder, hand up tools, etc.			
Fall protection provided in accordance with company policy			

A planning meeting has been conducted to review this ladder permit with all workers involved.		
MEETING CONDUCTED BY:	TITLE:	DATE:

PERMIT AUTHORIZED BY:	TITLE:	DATE:

Workers will inspect ladder and location daily, initialing each day confirming completion of inspection.								
PRINT NAME	SIGNATURE	S	M	T	W	T	F	S