

# Job Hazard Analysis Form

Project \_\_\_\_\_ Date \_\_\_\_\_  
Project # \_\_\_\_\_ Location \_\_\_\_\_

Activity	Hazard	Corrective Action

Notes

Analysis Completed by:

Name \_\_\_\_\_ Signature \_\_\_\_\_

## Ladder Inspection Checklist

Before using a ladder must be inspected thoroughly for any damage, defects, suitability and quality. This checklist will help you determine if the ladder is safe to use or not. If you answer "yes" to any of the following, the ladder should be tagged and taken out of service immediately.

Date: \_\_\_\_\_ Type/Grade of Ladder \_\_\_\_\_

Inspected By: \_\_\_\_\_ Length: \_\_\_\_\_

Location: \_\_\_\_\_ Ladder ID: \_\_\_\_\_

Material: ☐ Wood ☐ Fiberglass ☐ Aluminum ☐ Other \_\_\_\_\_

Inspection Item	Yes	No
Metal Parts broken, loose, dented, rusty, missing		
Side Rails broken, loose, dented, rusty, signs of deterioration		
Rungs broken, loose, dented, rusty, signs of deterioration		
Braces, Uprights or Steps broken, cracked, splintered, chipped, defective, missing or signs of deterioration		
Anti-Slip Feet broken, cracked, defective, poor condition, missing, or signs of deterioration		
Extension ladder lock, pulley or other fittings worn, out of place, damaged, unworkable, missing or signs of deterioration		
Steps: greasy, slippery, cracks, splitting		
Spreader Arms and Stops broken, bent, loose, damaged, defective, rusty, unworkable or missing		
Rope damaged, worn, broken, frayed, knotted or missing		
Pail Tray damaged, worn, broken, bent, rusty, tight, unworkable or missing		
Ladder makeshift repairs, signs of deterioration, bent, warped, twisted or bowed		
Storage Improperly stored		
Identification Marks (CSA) not visible		

☐ Continue Use ☐ Repair ☐ Destroy

## Safety Talks

### Report Form

Title of Safety Talk \_\_\_\_\_

Company	Project
Talk given by	Date

Crew attending


List other topics discussed during the talk


Concerns

Response/follow-up


Signed \_\_\_\_\_ Title \_\_\_\_\_

Use this master to make copies. Fill out a report form for each talk delivered.  
Retain a copy for company records.