

# STEPLADDER SAFETY CHECK SHEET

## (MAINTENANCE, REPAIR AND STORAGE)

Important note: Professional users and equipment providers to professional users (e.g. employers) should engage in proper training such as the Ladder Association Ladder Inspection Course. Please see our training section for further details.

### STEPLADDERS

#### Maintenance checks before use:

- Check that the front stiles and rear legs are not bent, bowed, twisted, dented, cracked, corroded or rotten
- Check that the stiles / legs around the fixing points for other components are in good condition
- Check that fixings (usually rivets, screws or bolts) are not missing, loose, or corroded
- Check that treads are not missing, loose, excessively worn, corroded or damaged
- Check that the hinges between front and rear sections are not damaged, loose or corroded
- Check that the locking stays, horizontal back rails and corner braces are not missing, bent, loose, corroded or damaged
- Check that rubber feet are not missing, loose, excessively worn, corroded or damaged
- Check that the entire stepladder is free from contaminants (e.g dirt, mud, paint, oil or grease)
- Check that the platform (if fitted) has no missing parts or fixings and is not damaged or corroded.

**Note: If any of the above checks cannot be fully satisfied you should NOT use the stepladder.**

#### Repairs:

- Replacement rubber feet are available and simple to replace. Visit our online spare parts shop at [abru.co.uk](http://abru.co.uk)
- You should not attempt to repair the stepladder unless you are qualified to do so.
- You can seek advice from the manufacturer regarding repair or replacement.

#### Storage:

- The important considerations when storing a stepladder (not in use) should include the following:
- Is the stepladder stored away from areas where its condition could deteriorate more rapidly (e.g. dampness, excessive heat, or exposed to the elements)?
- Is the stepladder stored in a position which helps it to remain straight (e.g. hung by the stiles on proper ladder brackets or laid on a flat clutter free surface)?
- Is the stepladder stored where it cannot be damaged by vehicles, heavy objects, or contaminants?
- Is the stepladder stored where it cannot cause a trip hazard or an obstruction?
- Is the stepladder stored securely where it cannot be easily used for criminal purposes?