



By Appointment to
Her Majesty the Queen
Manufacturers of Access Equipment
Clow Group Ltd., Glasgow



Clow Group Ltd

Ladder Inspection Information

Standing Ladders

Standing Ladder Safety Check Sheet (Maintenance, Repair and Storage)



ISO 9001:2008
Q05618





Ladder Inspection Information

STANDING LADDER SAFETY CHECK SHEET (MAINTENANCE, REPAIR AND STORAGE)

Standing Ladders

Maintenance checks before use:

Check that the front stiles, (uprights), and rear legs are not bent, bowed, twisted, dented, cracked, corroded or rotten.

Check that the stiles/legs around the fixing point for other components are in good condition.

Check that fixings (usually rivets, screws or bolts) are not missing, loose or corroded.

Check that treads and any corner braces are not missing, loose, excessively worn, corroded and operate freely.

Check that the hinges between front and rear sections are not damaged, loose, corroded and operate freely.

Check that the locking stays, horizontal back rails and any corner braces or restraining straps are secure and not missing, bent, loose, corroded or damaged.

Check that feet are not missing, loose, corroded or damaged.

Check that the entire ladder is free from contaminants (e.g. dirt, mud, paint, oil or grease).

Check that the platform, (if fitted), is securely attached, has no missing parts or fixings and is not damaged or corroded.

IMPORTANT: If any of the above checks cannot be fully satisfied you should NOT use the ladder.



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Repairs:

You should **NOT** attempt to repair the ladder unless you are qualified to do so. You can seek advice from the manufacturer regarding repair or replacement.

Storage:

The important consideration when storing a ladder should indicate the following:

Is the ladder stored away from areas where its condition could deteriorate more rapidly, (e.g. dampness, excessive heat or exposed to the elements)?

Is the ladder stored in a position which helps its to remain straight, (e.g. Hung by the stiles on proper ladder brackets or laid on a flat clutter free surface)?

Is the ladder stored where it cannot be damaged by vehicles, heavy objects, or contaminants?

Is the ladder stored where it cannot cause a trip hazard or an obstruction?

Is the ladder stored securely where it cannot be easily used for criminal purposes?



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