

# → Ladder inspection form

**Form for the inspection of ladders and steps pursuant to DGUV 208-016 "Instruction for Handling Ladders and Steps" as well as the German Ordinance on Industrial Safety and Health [BetrSichV]. Developed in conjunction with the expert committee "Baulich Einrichtungen" (construction equipment) formed by occupational insurance associations.**



The German Ordinance on Industrial Safety and Health [BetrSichV] requires that an authorised person regularly inspects ladders and steps to ensure that they are in good working order. The intervals for the inspection depend in particular on the frequency of use, the stress a ladder or step is subject to during use as well as the frequency of finding defects and the severity of the previously found defects. For claiming warranty, proof of regular inspection is required.

**The results of such inspection are to be recorded in the table overleaf. See the inspection plate for the next inspection.**

<b>Inventory number of the ladder</b>	
<b>Location/department</b>	
<b>Ladder type</b>	<input type="checkbox"/> Single ladder <input type="checkbox"/> Platform ladder <input type="checkbox"/> Push-up ladder <input type="checkbox"/> Extension ladder <input type="checkbox"/> Rope-operated ladder <input type="checkbox"/> Step <input type="checkbox"/> Step ladder <input type="checkbox"/> Others <input type="checkbox"/> Multi-purpose ladder
<b>Material of the ladder</b>	<input type="checkbox"/> Aluminium <input type="checkbox"/> Steel <input type="checkbox"/> Plastic <input type="checkbox"/> Stainless steel <input type="checkbox"/> Wood
<b>Number of rungs/steps</b>	
<b>Length of ladder/ladder shortens to</b>	
<b>Manufacturer/dealer</b>	
<b>Item/type number</b>	
<b>Date purchased</b>	
<b>Date scrapped</b>	
<b>Name of the qualified person/inspector</b>	

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Inspection criteria	Inspection 1	Inspection 2	Inspection 3	Inspection 4	Inspection 5
<b>Stiles</b>					
Deformation					
Damage (e.g. cracks)					
Sharp edges, splintering, burring					
Wear					
Protective treatment (for wood)					
<b>Rungs/steps/platform</b>					
Deformation					
Damage (e.g. cracks)					
Sharp edges, splintering, burring					
Connection to the stile (Flanging/ screw connection/riveted connec- tion/welded seam)					
Wear (e.g. on stepping surface, plat- form lining)					
<b>Protection against splay</b>					
Completeness/attachment					
Functionality					
Damage/corrosion					
<b>Fittings</b>					
Damage/corrosion					
Completeness/attachment					
Functionality					
Wear					
Lubrication (mechanical parts)					
<b>Ladder feet/castors</b>					
Completeness/attachment					
Wear/corrosion					
Functionality					
<b>Accessories (e.g. stile extension, base stabiliser, wall support)</b>					
Completeness/attachment					
<b>Identification</b>					
Operating instructions (pictogram)					
<b>Results of inspection</b>					
Ladder OK/ fit for use					
Repair necessary					
Scrap ladder immediately					
<b>Remarks</b>					
<b>Next inspection</b>					
(Month/year)					
<b>Ladder inspected:</b>		Date:			
		Signature:			

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