



Aerial Lift Safety Procedures

Table of Contents

<i>Overview</i>	3
<i>Fall Protection</i>	3
<i>Tip-Over Hazards</i>	3
<i>Electrocution Hazard</i>	3
<i>Other Hazards</i>	3
<i>Operating Instructions</i>	4
<i>Aerial or Scissor Lift Inspection Checklist</i>	6

Overview

Each unit shall have a manual containing instructions for maintenance and operations. If a unit is able to be operated in different configurations, then these shall be clearly described, including the rated capacity in each configuration. No aerial lift shall be used if modified unless there is written approval with the lift from the manufacturer. The required manual(s) shall be maintained in a weather resistant storage location on the elevating work platform or aerial device.

Each aerial device shall have a conspicuously displayed legible plate or other legible marking verifying the aerial device or elevating work platform is designed and manufactured in accordance with applicable ANSI specifications.

Fall Protection

Aerial lifts (articulating & telescoping boom lifts) – fall protection is required due to potential for being bounced out of lift or from climbing out of the basket.

Tip-Over Hazards

- Do not drive near drop-offs, holes, or loading docks
- Do not raise platform on uneven or soft surfaces
- Do not drive onto uneven or soft surfaces when elevated
- Do not raise platform on slope or drive onto slope when elevated
- Do not raise platform in windy or gusty conditions
- Standing on railing to reach work area rather than repositioning the lift
- Traveling to job location with lift in elevated position
- Using lift with railing removed
- Using lift on uneven or sloped surface
- Using near power lines, junction boxes, etc.
- Battery charging

Electrocution Hazard

- This machine is not insulated, maintain safe clearances from electrical power lines (at least 10 feet) and apparatus
- You must allow for platform sway, rock, or sag
- This work platform does not provide protection from contact with or proximity to an electrically charged conductor

Other Hazards

- Do not overload - Boom and basket and platform load limits specified by the manufacturer shall not be exceeded
- Do not use without railings and entry gate in place
- Do not use if work platform is not working or parts are damaged
- Do not use near moving vehicles
- Do not stand or sit on guardrails
- Do not override safety devices
- Do not leave unattended with key in switch
- Do not use ladder or other device to increase size or working height
- Do not use with improperly inflated or damaged tires
- Do not back up without using a spotter or an audible working alarm
- Do not use under the influence of alcohol or drugs

Work platform is to be used by trained and authorized operators only. It is the operator's responsibility to:

- Read and understand all caution and danger warnings and operating manual.
- Perform daily maintenance/inspection.
- Fasten entry gate/chain/bar.
- Use work platform only on hard level surfaces.
- Have all worn or damaged parts replaced.

Operating Instructions

- Aerial baskets or platforms shall not be supported by adjacent structure(s) when workers are on the platform or in the basket while in an elevated position.
- Lift controls shall be tested in accordance with the manufacturer's recommendations or instructions prior to use to determine that such controls are in safe working condition.
- Only authorized persons shall operate an aerial device.
- Belting off to an adjacent pole, structure, or equipment while working from an aerial device shall not be permitted.
- Employees shall not sit or climb on the edge of the basket or use planks, ladders or other devices to gain greater working height.
- Boom and basket and platform load limits specified by the manufacturer shall not be exceeded.
- When elevating personnel with the vehicle stationary the braking systems shall be set.
- Provided they can be safely installed, wheel chocks shall be installed before using an aerial device on an incline.
- When used, outriggers shall be positioned on pads or a solid surface. All outriggers shall be equipped with hydraulic holding valves or mechanical locks at the outriggers.
- When an insulated aerial device is required, the aerial device shall not be altered in any manner that might reduce its insulating value.
- An aerial device truck shall not be moved when the boom is elevated in a working position with employees in the basket or platform except when all of the following are complied with:
 1. All controls and signaling devices are tested and are in good operating condition.
 2. An effective communication system shall be maintained at all times between the basket or platform operator and where applicable, the vehicle operator.
 3. The route to be traveled is surveyed immediately prior to the work trip, checking for overhead obstructions, traffic, holes in the pavement, ground or shoulder, ditches, slopes, etc., for areas other than paved, a survey should be made on foot.
 4. The speed of the vehicle does not exceed three (3) miles per hour.
 5. Only one employee is in the basket.
 6. Both the driver and/or the elevated employee have been specifically trained for this type of work (towering) in accordance with the manufacturer's recommendations.
- Lower level controls shall not be operated unless permission has been obtained from the employee in the device, except in case of emergency.
- Before moving an aerial device for travel, the boom(s) shall be inspected to see that it is properly cradled and outriggers are in stowed position.
- An employee, while in an elevated aerial device, shall be secured to the boom, basket or tub of the aerial device through the use of a safety belt, body belt or body harness equipped with safety strap or lanyard. (Safety belts/body belts are prohibited for use in personal fall arrest systems, but may be used as part of a fall restraint or positioning device system. Safety belts/body belts used as part of a positioning device system shall be rigged such that an employee cannot free fall more than 2 feet. A body harness may be

used in a personal fall restraint, positioning or fall arrest system. When a body harness is used in a fall arrest system, the lanyard shall be rigged with a deceleration device to limit maximum arresting force on an employee to 1,800 pounds and prevent the employee from hitting any levels or objects below the basket or platform, and shall limit free fall to a maximum of 6 feet.

Aerial or Scissor Lift Inspection Checklist

Operator Inspecting:	Make & Model:	Unit No.:
Job/Location:	Date: / /	Hour Meter Reading:

	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Date:	/	/	/	/	/	/	/	
Inspection:	Ok	Needs Attn.	Ok	Needs Attn.	Ok	Needs Attn.	Ok	Needs Attn.
Oil Level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Hydraulic Oil Level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fuel Level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check the Lift and Surrounding Area for Leaks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Coolant Level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tire Pressure and Condition of Wheels and Tires	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Battery and Charger	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ground Control Switches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check Operations:								
Horn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Gauges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Brakes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Steering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Attachments or Accessories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Backup Alarm or Warning Buzzer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Warning Lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Platform Lift Equipment Inspection:								
Lift and Travel Controls and Switches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Placards, Decals, Control ID Labels (load rating)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Handrails, Guardrails and Safety Chains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Platform Deck and Toeboards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Steering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Attachments or Accessories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Backup Alarm or Warning Buzzer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Warning Lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Work Area Inspection:								
Holes/Drop-offs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Garbage and Debris	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Slopes and Stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Overhead Hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Atmosphere Conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Record any Malfunctions, Damages or Problems:
