

Aerial Lift Safe Operating Procedures



SAFE OPERATING PROCEDURES

- Prior to operation of your aerial lift operator and ground person must perform a pre-operational safety inspection. Refer section vii
- Always insure that your load is within the rated capacity of the aerial lift.
- A hard hat is required for everyone in the basket of aerial lift.
- Occupants of boom-supported or scissors type aerial lifts shall wear a full body harness with an appropriate restraint or lanyard while they are in the basket.
- While in the basket the lanyard/restraint must be connected to an approved anchorage within the basket. Only units with approved anchorages shall be used. Consult the equipment documentation for appropriate anchorage use.
- All aerial lifts must have ground controls that can override the controls in the basket, such as a selector switch for the platform / ground controls.
- When working from aerial lifts, always stand on the floor surface of the basket and never use planks, ladders, or other devices to provide additional reach.
- No person shall exit the basket to free climb while it is elevated without first completing a documented pre-task assessment confirming that there is no alternate method to perform the work.
- Never attach a lanyard to an adjacent pole, structure or equipment while working from aerial lift. The only exception to this rule is when exiting an aerial lift in the raised position.
- Once the basket is elevated in the air, operation of the controls will be at slow speed only.
- Never sit, climb, or stand on the rails of the platform.
- If the unit comes equipped with them, outriggers shall be extended prior to the lift being raised.

SAFETY AND ENVIRONMENT EDUCATION FOR DEVELOPMENT

- Aerial lifts are never to be operated from the ground unless permission has been granted by the operator, or in the case of an emergency.
- If the platform or elevating assembly becomes caught, snagged or otherwise prevented from normal motion by adjacent structure or other obstacles such that control reversal does not free the platform, all personnel shall be removed from the platform before attempts to free the platform using the ground controls.
- Aerial must never be elevated outside when the wind conditions exceed limit, or during a storm. Refer to the manufacturer's manual for operations during wind and storm conditions.
- Do not alter in any way the insulated portion of an insulated platform.
- Never make any safety device or other protective device inoperable, except when necessary during the course of maintenance, inspections and testing. Immediately following maintenance, inspection or testing, the device is to be restored to its original operating condition.
- Do not operate aerial lift within danger zone of an energized ventilated bus duct without wearing proper PPE (For danger zone refer manufacturer manual.
- Do not make contact with energized enclosed non-ventilated bus duct.
- Any overhead wire shall be considered as energized until a representative or owner of the utility has indicated otherwise and the line is visibly grounded. When working near electrical power lines, the utility company shall be notified and provided with all pertinent information of the job prior to starting the job.
- Clearance shall be maintained (as per the manufacturer guide lines) from overhead power lines as shown below except where power lines have been de-energized and visibly grounded at the point of work, or where insulating barriers not a part of, or an attachment to, the aerial lift have been erected to prevent physical contact with the lines:
- Always stop and ensure there is no train coming before crossing railroad tracks.

SAFETY AND ENVIRONMENT EDUCATION FOR DEVELOPMENT

- Operators shall always drive the unit with the platform over the drive wheels when driving on uneven surfaces such as railroad tracks.
- When positioning aerial lift on or within railroad tracks, derail protection is to be provided.
- Never place any part of an aerial lift in the path of travel of a crane, monorail, transfer, etc., without ensuring that power to the crane or conveyor are off and locked out.
- An operator shall not work with aerial lift in any crane bays in the path of load travel (whether the crane is being operated or not) unless the warning light system in the basket and base unit is operating and the crane(s) is (are) locked out.
- The aerial lift's can never be used as a crane;
Large unbalanced materials must be positioned and supported independently from the aerial lift. The aerial lift may be used to carry and position materials only when the aerial lift operator is present in the basket and the material is balanced and secured. At no time shall the total weight of the passengers, tools and equipment exceed the capacity of the basket.
- Traffic and pedestrian controls are required whenever there is a possibility for vehicles or pedestrians to enter the work area, as determined through the pre-job briefing or the pre-task assessment.

Annexure – 1

INSPECTION PROCESS

SAFETY AND ENVIRONMENT EDUCATION FOR DEVELOPMENT

Aerial Lift Pre-Use Inspection Checklist

Operator :	Model :
Date :	Serial No :
Unit type	
Articulating Boom lift :	
Scissor lift :	
Vertical personnel aerial lifts :	

Work site
<input type="checkbox"/> All other vehicles out of the way?
<input type="checkbox"/> Area clear of unauthorized people?
<input type="checkbox"/> Safe distance from ditches, drop offs and embankments?
<input type="checkbox"/> Safe distance from overhead obstructions and power lines?
Machine Placement
<input type="checkbox"/> Level surface?
<input type="checkbox"/> Solid surface? If not, outrigger pads used?
<input type="checkbox"/> Surface slope is not greater than manufacturer's recommendations?
Tires
<input type="checkbox"/> Proper inflation?
<input type="checkbox"/> No visible damage?
<input type="checkbox"/> Lug bolts tight?
Outriggers
<input type="checkbox"/> No damage?
<input type="checkbox"/> No missing parts?
Boom
<input type="checkbox"/> No structural damage?
<input type="checkbox"/> No cracks or damaged connectors?
<input type="checkbox"/> Clean and dry?

SAFETY AND ENVIRONMENT EDUCATION FOR DEVELOPMENT

Controls
<input type="checkbox"/> Tested according to manufacturer's directions?
Hydraulic System
<input type="checkbox"/> Fluid level ok?
<input type="checkbox"/> No leaks?
Brakes
<input type="checkbox"/> Tested according to manufacturer's directions?
Safety Devices
<input type="checkbox"/> All guards in place?
<input type="checkbox"/> Lights, alarms and interlocks tested?

Periodic Inspection by the competent authority:

Thoroughly examined by a competent person at least once in every period of twelve months