

Pre-operational checklist

Before using the EWP, you should carry out visual inspections and function tests in accordance with the manufacturers instructions or those of a competent person to ensure it is safe. The inspection and testing should be relevant to your type of machine and workplace, which may include but is not limited to the list below.

| Before operating, check: | Yes | No | Comments |
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| <ul style="list-style-type: none"> The travel warning devices and any other visual and audible alarms are operational. | | | |
| <ul style="list-style-type: none"> The load bearing parts of the boom arm are not bent or damaged. If the boom is insulated, ensure it is not compromised by foreign matter. | | | |
| <ul style="list-style-type: none"> The logbook has been completed, is up to date and any service requirements have been met (if overdue for a service, do not use). | | | |
| <ul style="list-style-type: none"> The descent equipment, including emergency descent equipment, is operating correctly and the safety release clips are in place and can be removed by hand. | | | |
| <ul style="list-style-type: none"> The ground-level operating controls are free of damage, the emergency lowering controls can be operated. Instruction decals for these controls can be easily read. | | | |
| <ul style="list-style-type: none"> Platform controls are in good working order. The decals indicating the operation of the controls can be easily read. | | | |
| <ul style="list-style-type: none"> The hydraulic fluids are not leaking and are at an appropriate level. All hydraulic hoses and fittings are securely attached and free from leaks. | | | |
| <ul style="list-style-type: none"> The outriggers are in good working order, with no leaks or damage. | | | |
| <ul style="list-style-type: none"> The brakes are in good working order. | | | |
| <ul style="list-style-type: none"> The platform is clear and free of damage or obstructions, the platform mounting pins are secure and in good condition and the Guidance material Managing the risks of elevating work platforms Page 34 of 34 handrails are secure and not bent or damaged. | | | |
| <ul style="list-style-type: none"> The rated capacity sign and all safety signs and placards are clearly visible and legible. | | | |

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| <ul style="list-style-type: none"> • The platform gate or entry bar works correctly and it shuts and catches automatically. | | | |
| <ul style="list-style-type: none"> • The manufacturers plate has the: manufacturer's name, year of manufacture, model and serial number, rated capacity, maximum number of occupants, maximum allowable wind speed, supply voltage ratings, weight of EWP, allowable manual forces and cautions and restrictions. | | | |
| <ul style="list-style-type: none"> • The knuckle joints for signs of wear or damage. Boom overloading can result in flaking paint or distortion of the knuckle, which can be a sign of damage. | | | |
| <ul style="list-style-type: none"> • The tyres are in good condition, with correct pressure according to the manufacturer's specifications. EWPs fitted with pneumatic tyres must only be able to elevate with activated stabilisers. | | | |
| <ul style="list-style-type: none"> • The personal protective equipment required is available and in good condition. Any harnesses are connected to the correct anchor points and workers are training in using them correctly. | | | |
| <ul style="list-style-type: none"> • All workers involved with the work are familiar with emergency controls and how to lower the machine in an emergency. | | | |
| <ul style="list-style-type: none"> • The operator is trained and competent in safely operating the machine, including how to use the controls and holds the relevant high risk work licences. | | | |
| <ul style="list-style-type: none"> • The functionality of all safety switches, interlocks and speed limiting devices has been tested. • The functionality of all drive and speed functions has been tested. | | | |