

RISK ASSESSMENT

OPERATION/PROCESS MOBILE ELEVATED WORK PLATFORM USE		DATE	N° 5	
LOCATION				
EQUIPMENT USED Mobile elevated working platforms (MEWP) – cherry pickers, scissor lifts	CAN TASK BE ELIMINATED?	Yes	No X	
RISK PRIOR TO CONTROLS				
HAZARDS IDENTIFIED	Low	Med	High	
Tipping MEWP	x			
Falling from MEWP	x			
Dropping material from MEWP		x		
Struck by MEWP	x			
Trapped by MEWP	x			
EXPOSED PERSONS Bystanders, operatives and operators		TOTAL NUMBERS AFFECTED Various		
FREQUENCY OF EXPOSURE		DURATION OF EXPOSURE		
CONTROL MEASURES ALREADY IN PLACE <ol style="list-style-type: none"> 1. All operatives shall be trained and competent in the use of the equipment and hold a current IPAF licence 2. Lifting equipment to be thoroughly examined at least every 6 months and certificated by supplier 3. A competent person shall carry out daily and weekly inspections of lifting equipment and record the findings. 4. Inspection sheets to be returned to ESK office for monitoring 5. Manufacturer's operating instructions are to be available to the operator. 6. Exclusion zone shall be established around the base of the MEWP. 7. Operatives shall use full-body harness & lanyard attached to suitable anchorage point (not needed for scissor lifts) 8. An emergency rescue plan is in place of which all operatives are aware of and have had training in 9. Regular toolbox talks in safe working and rescue procedures 		EXTENT TO WHICH THEY CONTROL RISK <ol style="list-style-type: none"> 1. Should ensure operator uses equipment in safe manner. 2. Reduces the risk of equipment failure. 3. Provides detailed checks on lifting equipment to highlight any defects. 4. Ensures that correct inspection procedures are being followed 5. Provides guidance as to working conditions and limitations of the equipment. 6. Prevents passers by from being trapped or struck by MEWP. 7. Should operator fall, then fall distance is minimised thus reducing likelihood of serious injury. 8. Enables safe rescue of operators in the event of equipment failing 9. Ensures all operatives are fully aware of safe working methods and emergency rescue plans 		
ADDITIONAL MEASURES REQUIRED <ul style="list-style-type: none"> • Supervisor shall ensure that ground is firm and level at workplace and access route. • Ongoing supervision shall be provided to ensure that controls are being adhered to. • Emergency rescue procedure should operator fall when using fall arrest equipment. 		ACTION BY Supervisor Supervisor Supervisor		BY WHEN? Ongoing Ongoing Prior to works
STATEMENT ON RESIDUAL RISKS When the detailed control measures in place are adhered to the risks above should be reduced to an acceptable level.				
ADDITIONAL REQUIREMENTS FOR VULNERABLE GROUPS Trainees to be supervised				
MONITORING RESULTS Working at height is a high-risk activity and it is therefore essential that operators follow the instructions above and are supervised throughout.				
ASSESSOR – L PINDER	POSITION Director	REVIEW DATE 01.06.20	LAST REVISED 01.06.19	

Site.....

DAILY INSPECTION CHECK SHEET

	Scissor	Boom	Other
Supplier Name			
Machine Manufacturer Model			
Serial Number			
Instruction Manual supplied	YES/NO	YES/NO	YES/NO

Date	/ /		/ /		/ /		/ /		/ /		Comments
Please tick as appropriate	Ok	Fault	Ok	Fault	Ok	Fault	Ok	Fault	Ok	Fault	
Visible structural damage											
Platform area: guardrails/gate											
Tyres: tread/wall/pressure											
Wheels: nuts/rims											
Pins & retainers											
Hydraulic hoses: damage leaks											
Hydraulic fluid levels											
Engine oil level											
Engine coolant level											
Engine fuel level											
Batteries:connections/fluid level											
Battery charger/Alternator											
Key switch/Emergency stops											
Chassis/Ground controls											
Limit switches/interlocks											
Emergency lowering system											
Audible alarms/horn											
Platform controls											
Steering links											
Reduced elevated drive speed											
Flashing beacons/lights											
Please tick as appropriate	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Comments
Machine operable											
Faults reported to supplier											
Inspectors name											

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WEEKLY INSPECTION SHEET

	Scissor	Boom	Other
Supplier Name			
Machine Manufacturer Model			
Serial Number			

Check List	Scissor		Boom		Other		Comments
	Pass	Fail	Pass	Fail	Pass	Fail	
Mast Bolt Connections Secured							
Mast Section Condition							
Mast Tie Connections Secured							
Platform Section Connections Secured							
Platform Section Condition							
Front Edge Extension Secured							
Front Edge Extensions Planking Secured							
Hand Rails Secured							
Additional Posts and Handrails Secured							
Front Handrails/Toeboards							
Base Frame Jacks							
Base Frame Outriggers							
Mast Levels							
Lubrication of the Rack Mechanism							
Placard, Warning, Control Marking							
Upper Limit Switch/Ramp-Striker							
Lower Limit Switch/Ramp -Striker							
Ultimate Limit Switch/Ramp (Top & Bottom)							
Gate Limit Switch							
Proximity Switch							
Leveling Limit Switch							
Leveling Emergency Limit Switch							
Motor Brakes							
Emergency Lowering System (and Overspeed Device)							
Load Diagram and Operating Instructions							
Emergency Button							
Main Disconnect (If Electric)							
Ultimate By-Pass Device							
Load Test (110% of the SWL) if required							
Control Checks							

	Scissor		Boom		Other		Comments
	Yes	No	Yes	No	Yes	No	
Machine operable							
Faults reported to supplier							

NAME (Print)	Dated:
Signature:	

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RESCUE PLAN

Under normal circumstances, back-up systems built into the machine will allow the operator to bring the platform of the machine to ground level under controlled conditions. It is extremely unusual for these systems to fail.

To ensure that a safe method of rescue is available when all other back-up systems for returning personnel to ground level have failed, the following procedures can be used.

- Ensure that all normal emergency lowering procedures have been activated.
- Contact management to report failure of back-up emergency lowering systems and request immediate engineering back up by supplier
- If, after inspection by the engineer, it is not possible to affect a repair to allow the machine to be brought to the ground, management must be contacted for permission to carry out basket-to-basket rescue.

Code of Practice for Mid Air Rescue.

- The rescue machine must be positioned so as to enable the rescue procedure to be carried out without compromising the safety of personnel involved in the rescue.
- The platforms of both machines must be adjacent to each other with a minimal gap between them unless exceptional circumstances mean this is not possible. (Where this is not possible, the circumstances shall be recorded onto the risk assessment form)
- A double lanyard must be attached to the person being rescued and the anchor points on both machines before the rescue takes place.
- Care must be taken not to overload the rescue machine. This may mean making more than one journey to complete the rescue.
- Where alternative emergency systems are not possible, consideration should be given for the use of emergency evacuation system, examples of which are: control descent systems, crane basket rescue (this is not exhaustive)

