

Works Procedure 17
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Mobile Elevating Work Platforms

1.0 Purpose and Application

This procedure describes the operation of self propelled booms, hydraulic van mounts and scissors lifts.

2.0 Related Documents

3.0 Procedure

3.1 Where it is not possible to work from the existing structure and the use of a scaffold working platform is not appropriate, a range of mobile access equipment including mobile elevating work platforms (MEWP's), suspended cradles, mast climbing work platforms (MCWPs), boatswain's chairs or seats, and rope access equipment can be used.

3.2 Mobile elevating work platforms (MEWP's) can provide excellent safe access to high level work. The principle procedures below are to be fully accommodated by Company personnel involved in using this type of work equipment.

3.3 When using a MEWP make sure that:

- Those using this type of equipment are trained and competent to operate it.
- They know the emergency and evacuation procedures so that they know what to do, for example, if the power to the platform fails, or fire breaks out in the building being worked on.
- The work platform is provided with guard rails and toe boards or other suitable barriers;
- It is used on firm and level ground. The ground may have to be prepared in advance.
- Its tyres are properly inflated;
- Any outriggers are extended and chocked as necessary before raising the platform. Everyone knows what to do if the machine fails with the platform in the raised position.
- Where MEWP's have meshed platform floors, the mesh is fine enough to prevent materials, especially nails and bolts, from slipping through.
- Work platforms are clean and tidy. Do not allow mud to build up on platforms
- Operatives to ensure they wear harnesses when in cherry pickers and that they clip lanyard to tested anchor point.

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With many pieces of equipment, more than one person may be needed to ensure safe operation.

3.4 Before work starts check that:

- A handover certificate is provided by the installer. The certificate should cover how to deal with emergencies, operate, check and maintain the equipment, and state its safe working load.
- The equipment is installed, modified and dismantled only by competent specialists.
- There is a current report of thorough examination for the equipment.
- Areas of the site where people may be struck by the platform or falling materials have been barriered off or similar.
- Check the shift report for warnings of malfunction etc
- Company Personnel will ensure whilst using MEWP's they wear a full body harness which will be clipped via a lanyard to the cage.
- Company Personnel will not exit the MEWP's for any reason, unless the situation has been reviewed, specific Risk Assessments written, all parties fully briefed and additional secure anchorage attached in place at all times when outside of the basket.
- Systems are in place to prevent people within the building being struck by the platform as it rises or descends and prevent the platform coming into contact with open windows or similar obstructions which could cause it to tip.
- Supports are protected from damage (for example, by being struck by passing vehicles or by interference from vandals).
- The equipment can be protected from adverse weather. High winds can tilt platforms and make them unstable. Establish a maximum safe wind speed for operation. Storms and snow falls can also damage platforms, so they should be inspected before use after severe weather.
- A Visual inspection should be carried out prior to use by competent person and weekly checks carried out and recorded accordingly.

3.5 At the end of each day check that:

- The platform is cleared of tools and equipment;
- All power has been switched off and, where appropriate, power cables have been secured and made dead. *Keys should be removed when not in use.*
- The equipment is secured where it will not be accessible to vandals or trespassers.
- Notices are attached to the equipment warning that it is out of service and must not be used.

3.6 Do not:

- Operate MEWP's close to overhead cables or other dangerous machinery;

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- Allow hands, elbows, or arms to protrude into a traffic route when working near vehicles.
- Move the equipment with the platform in the raised position unless the equipment is designed to allow this to be done safely (check the manufacturer's instructions).

Some MEWP's are described as suitable for 'rough terrain'. This indicates that they may be safe to use on some uneven or undulating ground – specific written risk assessments and reference to the manufacturer's handbook will be undertaken before taking such a MEWP onto unprepared or sloping ground.

4.0 Records

LOLER Certificate
Risk Assessments
Weekly Plant & Vehicle Check
Plant Register
Operator competency