INDUSTRY WIDE LABOR-MANAGEMENT SAFETY COMMITTEE

SAFETY BULLETIN #22

GUIDELINES FOR THE USE OF ELEVATING WORK PLATFORMS (SCISSOR LIFTS) AND AERIAL EXTENSIBLE BOOM PLATFORMS

(Also see "Addendum A" – Power Line Distance Requirements)

1. These guidelines are applicable to vertically operated elevated work platforms or "Scissors Lifts" and boom mounted, telescoping and rotating, elevating work platforms, such as "Condors."

2. Only persons trained in the safe use of elevating work platforms are authorized to operate these devices. The Industry-Wide **Safety Pass Training Course**, sponsored by Contract Services Administration Training Trust Fund (CSATTF), provides safety training for employees. Successful completion of the training will be reflected on Online Roster, and an employee will receive a certificate stamp from CSATTF in his or her **Safety Passpor*t***.

3. Aerial/elevating equipment is designed to position employees and tools at the worksite. Within manufacturer's defined limits, lighting, camera and diffusion equipment may be rigged in the basket; in such case additional training is required, and specific aerial/elevating equipment is required for this procedure. Consult the manufacturer's "Operators Supplemental Manual for Authorized and Trained Set Lighting Technicians and Studio Grips."

   IF THE MANUFACTURER DOES NOT PROVIDE WRITTEN GUIDELINES, DO NOT RIG BASKET WITH THE EQUIPMENT.

4. Equipment shall be inspected prior to operation for satisfactory condition, damage and defects. This shall include all operational controls, which shall be in proper functioning condition.

5. Operators shall report all discrepancies to their supervisors.

6. Operators shall consider the job to be performed and shall evaluate the job site location for potential hazards.

   This equipment shall not be operated within **10 feet** of an energized, high voltage source unless danger from accidental contact with that source has been effectively guarded against.

   The operation of aerial devices/work platforms OVER energized, high-voltage sources of any sort is prohibited at all times.

7. Appropriate measure should be taken to ensure that the job site's surface is stable and will support the equipment and that there are no hazardous irregularities or accumulation of debris, which might cause a moving platform to overturn.

   Survey the route to be traveled, checking for overhead obstructions; traffic; holes in the pavement, ground, or shoulder; ditches, slope of road, etc. Operation of these devices on inclined surfaces shall NOT exceed manufacturers' ratings.

   Wheel chocks shall be used on inclined surfaces.

   Aerial/elevating equipment is designed to be used on "firm level surfaces only." Within manufacturer's defined limits, cribbing can be used to create a firm level surface. Training is required for the construction and use of such cribbing. Specific aerial/elevating equipment is required for this procedure. Consult the manufacturer "Cribbing Instructions" and/or "Supplemental Manual for Authorized and Trained Studio Technicians for Cribbing."

   IF THE MANUFACTURER DOES NOT PROVIDE WRITTEN GUIDELINES, DO NOT USE CRIBBING WITH THE EQUIPMENT.

8. 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 a safety strap or lanyard. (Cal-OSHA Title 8, Subchapter 7, Group 4, Article 24, "Elevating Platforms and Aerial Devices.")

   (a) The personal fall protection equipment shall be securely attached to the boom basket, tub or platform to an approved attachment point.

   (b) 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.

   (c) Safety belts/body belts used as part of a positioning device system shall be rigged such that an employee cannot free fall for more than 2 feet.

   (d) 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, 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.

(e) Attaching the personal fall protection equipment to an adjacent pole, structure or equipment while working from the basket, tub or platform is **NOT PERMITTED.**

(f) Objects or production equipment, which could fall from the aerial basket/platform, shall be secured with an adequate safety lanyard.

9. The basket, tub or platform shall **not** be loaded beyond its rated capacity.

10. Ladders, planks or other objects shall NOT be placed in, or on top of the platform or guardrail to gain greater height. Employees shall NOT sit or climb on the edge of the basket/platform.

11. "Climbers" (pole climbing equipment) shall NOT be worn while performing work from an aerial device. The risk of falling while climbing in or out of the basket is too great.

12. Workers shall NOT work from aerial work platforms when:

(a) Exposed to extreme weather conditions (thunderstorms, heavy rain, extreme heat or cold) unless provisions have been made to ensure protection and safety of the workers.

(b) Winds exceed 25 miles per hour.

13. Aerial baskets, tubs or platforms shall NOT be supported by, or attached to, any adjacent structures.

14. Where moving vehicles or pedestrian traffic is present, flags, signs, traffic cones or other means of traffic control, shall mark the work area around the aerial equipment.

15. The braking system shall be set when elevating employees and when wheel chocks are used.

Never leave this equipment unattended if you have stopped it on a ramp, grade or incline until you have chocked at least one tire.

NOTE: These vehicles will creep if not on a level that can be set to prevent creeping. Avoid stopping on a grade if possible.

16. Outriggers must be on solid footing and shall be equipped with hydraulic holding valves or mechanical locks at the outriggers.

17. Operate all controls slowly to ensure smooth platform movement.

18. DO NOT use an aerial device as a welding ground. DO NOT weld on an aerial device without first disconnecting both positive and negative battery terminals. Refer to manufacturer's equipment manual.

19. DO NOT attempt to raise platform/basket beyond its rated maximum height or reach.

20. "TOWERING" (traveling with a worker in the basket) is NOT permitted.

21. Aerial platforms, when in operation, shall be solely under the control of the operator in the basket. At no time shall the equipment be moved, lowered, or otherwise controlled from the secondary (ground control) panel unless the operator in the basket makes a request that it be done, or the operator is ill or otherwise incapacitated.

    Switching controls and moving the equipment in any manner without the consent of the operator while the operator is in the basket is prohibited.

22. Boom-mounted telescoping and rotating aerial platforms shall NOT be used as a crane (objects slung below the basket).

23. When moving scissor lift-type platforms, operators shall first position themselves on board the platform, and then conduct all moving operations from that position.

24. When moving this equipment forward, do not engage the REVERSE switch until the vehicle has come to a complete stop. Use the REVERSE only as an emergency measure should the equipment continue to crawl after releasing the stop switch.

    Use the FORWARD only as an emergency measure should the equipment continue to crawl after releasing the stop switch.

    CAUTION: Do not use either of these emergency measures if doing so will endanger anyone in the vicinity.

    These are only guidelines. Refer to the Manufacturer's operating manual on each type of equipment you operate. Operational differences, location of controls, safety devices and load capacity may vary to each model or equipment manufacturer.