

Procedure

Working from Mobile Elevating Work Platforms

Key Control Data Sheet

Procedure Number: RSK-PRO-KCD-314

Scope of Application: RiskCo Pty Ltd

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Why is the Control Important – Use of mobile elevating work platforms (MEWPs) that are designed for the task, maintained, and operated by people competent in the set-up and use of the equipment, is critical in preventing a person falling from the MEWP (including as a result of instability of the equipment).

Exemption – No exemptions permitted.

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Operational Requirements**1. Performance Metrics**

Mobile elevating work platforms (MEWPs) are designed in accordance with recognised standards and / or hired from an established, reputable company.	MEWPs are subject to a planned maintenance and inspection program in accordance with recognised standards and the manufacturer's recommendations.
Separate baskets / man-cage attachments, used in conjunction with mobile equipment, are designed in accordance with recognised standards and subject to a planned maintenance and inspection program.	Baskets / man-cage attachments are fitted with an approved anchor point.
MEWPs are used as working platforms only, not as a means of entering or exiting a work area.	People required to work from mobile elevating work platforms are trained and assessed as competent in the set-up and operation of the equipment, including holding any licence / permit required by local regulations.
MEWPs are stabilised before use in accordance with the manufacturer's instructions (e.g. solid level surface, outriggers used, wheels chocked).	An exclusion zone is established around the MEWP, including barricades, signs and an observer, to prevent third party access.
Fall protection equipment, consisting of a harness and fixed-length lanyard, is worn and attached to the approved anchor point whilst working from the MEWP.	

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2. Utilisation

Required in all situations involving work from a MEWP (including scissor lifts, boom lifts, integrated tool carriers, cherry pickers, travel towers etc.).

3. Safety Critical Defeat Requirements

Deviation from the Performance Metrics must be approved by the Site Manager. Each deviation approval is for the duration of the immediate task only.

4. Testing & Verification

MEWP activity must be audited as part of the annual auditing cycle.

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Records of maintenance and inspection of company owned MEWPs, baskets and man-cages must be audited as part of the annual auditing cycle.

Records of maintenance and inspection of hired MEWPs must be available with the equipment and checked before use.

5. Maintenance

Company owned MEWPs, along with any separate baskets / man-cage attachments, must be maintained and inspected in accordance with recognised standards and the manufacturer's recommendations. Records of maintenance must be kept.

6. Training & Competency

Work at Heights permit issuers must be trained in the requirements of working from MEWPs, including the need for exclusion zones and fall protection, assessed for competency and authorised.

People required to work from MEWPs must be trained and assessed competent in the set-up and operation of the equipment, including holding any licence or permit required by local regulations.

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Task Requirements

The following are the key day to day requirements operators/maintainers and supervisors must follow to ensure the control is being used correctly.

1. Task Requirements

No.	Supervisor	Operator/Maintainer
1	Verify hired MEWPs have been sourced from approved, reputable companies.	Use a MEWP only if trained in its use. Do not proceed with work if not trained.
2	Verify that company owned MEWPs, along with any separate baskets / man-cage attachments, have been inspected and maintained in accordance with the established program.	Stabilise the MEWP before use in accordance with the manufacturer's instructions (e.g. surface solid and level, outriggers in place, wheels chocked).
3	Verify that the maintenance records of any hired MEWP are available with the equipment, and have been checked.	Establish an exclusion zone around the MEWP, including barricades, signs and an observer, before using the equipment to access the work area.
4	Verify that any person required to work from a MEWP is trained and assessed competent in its use.	Wear fall protection equipment, attached to an approved anchor point, when working from a MEWP.
5	Verify any MEWP used, and any separate basket / man-cage attachment, is fitted with an approved anchor point.	Do not exit the work basket or man-cage during the work activity at height.

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2. Skills Requirements

Licence or permit to operate MEWP, as required by local regulations.

3. Permits

Working at Height.

4. Task Specific PPE Requirements

Full-body, fall arrest harness with fixed-length lanyard.

5. Special Task Related Tooling

MEWPs that are used outdoors must be designed for outdoor use, including the required wind speed rating relevant for the expected wind conditions.

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Design Requirements

1. Design Standard

International standard relevant for the type of fall protection equipment e.g:

- ISO 16368 - Mobile elevating work platforms – Design, calculations, safety requirements and test methods
- AS 1418.10 - Cranes, hoists and winches - Mobile elevating work platforms

2. Safety Parameters

The rated capacity of the MEWP (people plus materials) must not be exceeded.

The Safe Working Load (SWL) of any anchor point must not be exceeded.

Fall protection equipment selected must be capable of preventing the person from falling to ground or lower floor level. The maximum free-fall distance before the fall arrest system takes effect must not exceed two metres. The lanyard must be as short as possible for the work situation.

3. Design Life

In accordance with the manufacturer's recommendations.

4. Safe Separation

Not applicable.

5. Special Requirements

No additional requirements.