

PRE-OPERATIONAL CHECKLIST FOR A mobile elevating works platform



OPERATOR'S NAME	DATE	TIME
MAKE / MODEL	CAPACITY TONS	HOUR METER READING HRS

All the items in the "ITEMS TO BE CHECKED" column must be checked by operators before operating equipment.

Indicate whether each item is in a serviceable condition (using a tick) or not (using a cross). If irrelevant, write n/a in the comments section. If defective, comment on the exact nature of the defect and do not operate until reported and corrected. A new checklist then needs to be filled in and retained indicating that all parts are serviceable.

PERSONAL PROTECTIVE EQUIPMENT REQUIRMENTS

Safety harness and short positioning lanyard, and a reflective jacket, safety boots and hard hat in hard hat areas when disembarked from the machine.



PRE-OPERATIONAL ITEMS TO BE CHECKED

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DOCUMENTATION		
CURRENT EXAMINATION CERTIFICATE (6 MONTHS)	RESCUE PLAN	
MANUFACTURER'S OPERATOR MANUAL	WORKING AT HEIGHTS CERTIFICATE	
FALL ARREST PLAN	MEDICAL FITNESS CERTIFICATE	
WHEELS / TYRES		
WHEEL SECURITY (NUTS, RETAINERS - LOOSE etc.)	TYRE PRESSURE (IF PNEUMATIC)	
TYRE CONDITION (CUTS, SPLITS etc.)		
ENGINE / POWER SOURCE		
FLUID LEVELS (ENGINE OIL, COOLANT FUEL)	BATTERY ELECTROLYTE LEVEL	
NO FLUID LEAKAGE ON GROUND	BATTERY SECURE	
NO FLUID LEAKAGE AROUND ENGINE	CHARGING PLUGS CONDITION	
HYDRAULICS		
HYDRAULIC OIL LEVEL	LEAKS FROM CYLINDERS AND RAMS	
LEAKS (HOSES, PIPE CONNECTIONS)	NO SIGN OF OVERHEATING ON RAMS	
HOSES AND CABLES		
SECURITY AND CONDITION (CUTS, CHAFFING)	POWER TRACK FREE FROM DAMAGE	
NO BULGES ON HOSES	POWER TRACK FREE FROM OBSTRUCTIONS	
OUTRIGGERS AND STABILISERS		
GENERAL CONDITION, PINS, FOOTPLATE	SPREADER PLATES (SECURE FOR TRAVEL)	
SPREADER PLATES (PRESENT, CONDITION)	INTERLOCKS (FUNCTION, ENGAGED)	
CHASSIS, BOOM AND SCISSOR PACK		
CONDITION (MISALIGNMENT, CORROSION)	CHAINS - SIGNS OF WEAR	
CRACKS IN WELDING	CANOPIES, GUARDS (SECURENESS)	
PINS, RETAINERS (SECURENESS)	ENGINE COVERS (SECURENESS)	
PLATFORM AND CAGE		
STEPS FOR ACCESS (SECURE, UNDAMAGED)	HARNESS ANCHOR POINTS	
ENTRANCE GATE, GUARDRAILS, RETAINING PINS	CLEAR OF RUBBISH, DEBRIS, OBSTRUCTIONS	
DECALS AND SIGNAGE		
ID PLATE, WARNING & INFO DECALS LEGIBLE	PLATFORM LOAD (SWL, WIND SPEED)	
CONTROLS (ID DECALS, DIRECTION ARROWS)	MAXIMUM NUMBER OF PERSONS KNOWN	

**Never rush an inspection.
Remember: your reputation is on the line!**

Continued overleaf

FUNCTION CHECKS USING GROUND CONTROLS (G) AND PLATFORM CONTROLS (P)

	G	P
SECURITY DEVICE (POWER ISOLATOR, KEYPAD, SMART CARD)		
FUNCTION ENABLE (IGNITION KEY, FOOT SWITCH, HOLD-TO-RUN FUNCTION)		
EMERGENCY STOPS AND EMERGENCY LOWERING SYSTEM		
ALL SWITCHES, FUNCTION CONTROLS (MOVE FREELY, DO NOT STICK)		
LIFTING FUNCTIONS (RAISE, LOWER, SLEW, TELE-OUT, TELE-IN)		
TRAVEL FUNCTIONS (FORWARD, REVERSE, STEER, BRAKES)		
ELEVATED DRIVE SPEED (REDUCED OR PREVENTED)		
LIGHTS, BEACONS, WARNING DEVICES		
ALARMS (TILT, DESCEND AND TRAVEL)		
LIMIT SWITCHES (e.g. DESCENT, LOAD, OUTREACH, ROTATION)		
POTHOLE PROTECTION DEVICE (FULLY DEPOYS AND RETRACTS)		
OSCILLATING AXLE LOCKS, EXTENDING AXLES		
ACCESSORIES, POWER TO PLATFORM, EXTENDING DECKS		
JACKS-LEGS, STABILISERS, OUTRIGGERS, LEVELLING DEVICE		

COMMENTS

Lined area for entering comments.

OPERATOR SIGNATURE

DATE

Never use damaged or malfunctioning equipment. Report all faults to your supervisor

Never use equipment you're not trained to operate! Contact us at +27 (0) 12 661 6721 or visit us at www.hretd.co.za for quality in-service training