



PCL CONSTRUCTORS CANADA INC.

Date: March 29, 2007

To: Superintendents, Supervisors, Foreman, Leadhands and Workers

Re: Safe Work Procedure #25 – Aerial Work Platforms

* This Safe Work Procedure is designed for the health and safety of all personnel that are required to perform these tasks. Always refer to the Manitoba Workplace Safety and Health Act and Regulations for more information about performing a task safely.

GENERAL TASK DESCRIPTION:	Procedures to follow when operating an Aerial Work Platform (Scissor lifts, JLG's, etc.)
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HAZARD IDENTIFICATION: OPERATING HAZARDS

ITEM	HAZARDS IDENTIFIED	CONTROLS
1	Structural failure or overturning caused by overloading or operating on steep incline	Do not operate on steep incline. Do not overload
2	Improper operating (driving over obstructions etc.)	Proper training. Operated as per manufacturers specifications
3	Collisions with objects or pedestrians	
4	Poor maintenance	Regular inspections / maintenance
5	Contact with overhead electrical lines	Know all locations of electrical lines before starting work
6	Working from heights	Personnel must stay on the lift deck. If worker climbs on or beyond the guardrail, fall arrest equipment must be used. <u>Climbing the aerial device is prohibited</u>
7	Materials / tools being dropped from platform	Area below platform must be taped off. Access is to be restricted

LIST OF TOOLS/EQUIPMENT:

ITEM	TOOLS/EQUIPMENT	DESCRIPTION/COMMENTS
1	Fall arrest equipment	Full body harness, lanyards, lifelines etc. (when required)
2	Maintenance / inspection logs	Must be done on a regular basis

WORK PROCEDURE: GENERAL EMPLOYEE SAFETY



ITEM	PROCEDURES	NOTES/COMMENTS
1	Do Not go beneath the boom of the aerial work platform	
2	Do Not enter into a taped off area around the lift	Operator responsible to tape off area around the lift
3	Use extreme caution when walk or working near the area an aerial work platform is in use	Communicate with operator if working in the same area

WORK PROCEDURE: OPERATING AERIAL WORK PLATFORM

ITEM	PROCEDURES	NOTES/COMMENTS
1	Operator must be properly trained, qualified and supervised	
2	PSI to be completed with operator before work begins	
3	Equipment must be inspected before each use	Damage or defects to be documented and repaired immediately (if required for safe use)
4	Wear proper PPE (harness, lanyard etc.)	When required
5	Always stand firmly on the floor of the basket. Do not lean over or climb the basket guardrail	Fall protection must be used if this occurs
6	Do not exceed the boom and basket load limits specified by the manufacturer	
7	Articulating boom and extensible boom platforms, primarily designed as personnel carriers, must have lower controls and upper platform controls	
8	Upper controls must be in or beside the platform, within easy reach of the operator. Lower controls must be able to override the upper controls	Controls must be clearly marked as to their functions
9	Lower controls are not to be operated unless permission is given from the operator in the lift, except in emergency situations	
10	If outriggers are used, make sure to position them on pads or on a solid surface.	
11	Before moving the lift, ensure the boom is properly cradled and outriggers are in the stowed position.	
12	Make sure there is a safe clear path to travel over	Clean up around work area before moving equipment



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SUPERINTENDENT, FOREMAN, LEADHANDS REVIEW & SIGN-OFF:

By printing my name and signing I am acknowledging that I have reviewed this procedure in detail and understand the identified hazards, required tools/equipment and the safe work procedures as outlined here within. If I am unsure of anything in this procedure, I will ask for clarification.

	SUPERINTENDENT / FOREMAN / LEADHANDS NAME (Please Print)	SIGNATURE	POSITION
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9			
10			

CREATED BY:	RICK FORD	DATE:	
SIGNATURE:			
REVIEWED BY:	MONIQUE BUCKBERGER	DATE:	
SIGNATURE:			
REVIEWED BY:	JEFF McKAY	DATE:	
SIGNATURE:			



