



PCL CONSTRUCTORS CANADA INC.
JC-Wilt Restoration
745 Logan AVE
JOB # 0800630

Date: Revised June 5, 2011

To: Superintendents, Supervisors, Foreman, Leadhands and Workers

Re: Job Hazard Analysis / Safe Work Procedure 5– Aerial Work Platforms

*** This Job Hazard Analysis / 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 this task.**

GENERAL TASK DESCRIPTION:	Procedures to follow when operating an Aerial Work Platform (Scissor lifts, JLG's, etc.) SEE attached CHART FOR ARIEL WORK PLATFORMS/SCISSOR-LIFT USE ON A PCL JOB SITE
HAZARD IDENTIFICATION: A PSI is to be completed and understood by all workers involved with this procedure which includes reviewing and understanding this safe work procedure. USE all on site required PPE and any other task specific PPE that may be required to complete the task. The PSI is to be reviewed a total of four times throughout the course of the day unless your task changes. Also note on your PSI conditions that change when reviewing I.E. Weather conditions ETC	

ALL HAZARDS ARE TO BE CLASSIFIED AS ONE OF THE FOLLOWING:	
"A" Hazard: a condition or practice likely to cause permanent disability, loss of life or body part, or extensive loss of structure, equipment or material.	
"B" Hazard: a condition or practice likely to cause serious injury or illness, resulting in temporary disability or property damage that is disruptive but not extensive	
"C" Hazard: a condition or practice likely to cause minor (non-disabling) injury or illness or non-disruptive property damage.	

HAZARD IDENTIFICATION: OPERATING HAZARDS	
All workers must be 100% tied off to the designated tie off points in all types of lifts	

ITEM	HAZARDS IDENTIFIED	HAZARD CLASS	CONTROLS
1.	Structural failure or overturning caused by overloading or operating on steep incline	A	<ul style="list-style-type: none"> ▪ Do not operate on steep incline. ▪ Do not overload ▪ All man lift types are not to be used for hoisting material
2.	Improper operating (driving over obstructions etc.)	B	<ul style="list-style-type: none"> ▪ Proper training. ▪ Operated as per manufacturers specifications
3.	Collisions with objects or pedestrians	B	<ul style="list-style-type: none"> ▪ Work area should be kept clear of obstructions. ▪ Area around the equipment should be barricaded to prevent other from entering the work area.
4.	Equipment failure	B	<ul style="list-style-type: none"> ▪ Regular inspections / maintenance. Defective equipment should be removed from service until properly fixed.



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5.	Contact with overhead electrical lines and cab tire on the ground	A	<ul style="list-style-type: none"> ▪ Know all locations of electrical lines before starting work ▪ Protect all electrical lines with a cross over bridge if they are to be driven over (move out of the way if possible). Ramp must be made as to not create a tipping hazard for the type of lift that must cross it (I.E. long gradual slopes on the ramps you make)
6.	Working from heights	A	<ul style="list-style-type: none"> ▪ Personnel must stay on the lift deck 100% tied off at all times. If worker climbs on or beyond the guardrail I.E. On the Mid Rail Only on a scissor lift, a JHA/SWP must be created for the specific task being performed. ▪ <u>Climbing the aerial device hand rails is prohibited I.E Knuckle Boom/JLG/Telescopic Boom</u> ▪ <u>If using a Knuckle Boom/JLG/Telescopic Boom</u> to get onto a FLAT roof ONLY, you must ensure the lift can place the worker at least 6' from the edge onto the roof where the worker can exit out of the front entrance/exit door of the man basket
7.	Materials / tools being dropped from platform	B	<ul style="list-style-type: none"> ▪ Area below platform must be taped off. ▪ Access is to be restricted ▪ If working in front of doorways the door way must be blocked off or a watchman must be in place
8.	Equipment fire	B	<ul style="list-style-type: none"> ▪ All gas powered aerial lift equipment must be equipped with a fire extinguisher

LIST OF TOOLS/EQUIPMENT:

ITEM	TOOLS/EQUIPMENT	DESCRIPTION/COMMENTS
1.	Fall arrest equipment	<ul style="list-style-type: none"> ▪ Full body harness, lanyards, lifelines etc used At all times 100% TIED OFF at all times. ▪ Workers must be trained in fall protection and be able to provide proof of that training
2.	Maintenance / inspection logs	<ul style="list-style-type: none"> ▪ Must be done before every use (first thing in the morning before the unit is started)
3.	JLG / Scissor-lift	<ul style="list-style-type: none"> ▪ Operators manual and safe work procedure are to be reviewed before use ▪ The operators manual must be left in the equipment at all times



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SAFE WORK PROCEDURE: GENERAL EMPLOYEE SAFETY		
ITEM	PROCEDURES	NOTES/COMMENTS
1.	Do Not go beneath the boom of the aerial work platform	<ul style="list-style-type: none"> ▪ Do not walk under any booms of any type of equipment that are elevated off the ground or not supported
2.	Do Not enter into a taped off area around the lift	<ul style="list-style-type: none"> ▪ Operator responsible to tape off area around the lift
3.	Use extreme caution when walking or working near the area an aerial work platform is in use	<ul style="list-style-type: none"> ▪ Communicate with operator if working in the same area
SAFE WORK PROCEDURE: OPERATING AERIAL WORK PLATFORM		
ITEM	PROCEDURES	NOTES/COMMENTS
1.	Operator must be properly trained, qualified to run the aerial work platform being used	<ul style="list-style-type: none"> ▪ All workers must be 100% tied off to the designated tie off points in all lifts at all times
2.	PSI to be performed by all workers involved in the task	<ul style="list-style-type: none"> ▪ PSI to be reviewed at each break when task is ongoing. Any new hazards should be added and reviewed with all workers. ▪ Hazards on PSI document are also to be classed as “A”, “B”, or “C” hazards ▪ Secondary PSI is to be performed with workers who change their tasks throughout the day
3.	Equipment must be inspected before each use	<ul style="list-style-type: none"> ▪ To be done each day before the equipment can be used and documented in the log book ▪ Damage or defects to be documented and repaired immediately (if required for safe use)
4.	Wear proper PPE (harness, lanyard etc.)	<ul style="list-style-type: none"> ▪ All workers are to have fall protection training ▪ Fall protection equipment required in all aerial lift equipment
5.	Always stand firmly on the floor of the basket. Do not lean over or climb the basket guardrail	<ul style="list-style-type: none"> ▪ See above
6.	Do not exceed the boom and basket load limits specified by the manufacturer	<ul style="list-style-type: none"> ▪ Do not hoist material with any man lift



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7.	Articulating boom and extensible boom platforms, primarily designed as personnel carriers, must have lower controls and upper platform controls	<ul style="list-style-type: none"> ▪
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	<ul style="list-style-type: none"> ▪ 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	<ul style="list-style-type: none"> ▪
10.	If outriggers are used, make sure to position them on pads or on a solid surface.	<ul style="list-style-type: none"> ▪
11.	Before moving the lift, ensure the boom is properly cradled and outriggers are in the stowed position.	<ul style="list-style-type: none"> ▪
12.	Make sure there is a safe clear path to travel over	<ul style="list-style-type: none"> ▪ Clean up around work area before moving equipment ▪ Avoid driving over electrical cords and cab tire. If required protect the cords/cab tire with a bridge made out of material capable of handling the weight of the equipment. The bridge must be designed so as not to create a tipping hazard for the equipment being used.

***A PRE-JOB SAFETY INSTRUCTION (PSI) MUST BE COMPLETED FOR EVERY TASK BEING PERFORMED THROUGHOUT A WORK DAY. REMEMBER TO COMPLETE ANOTHER PSI IF A WORKERS TASK CHANGES OR THEIR WORK ENVIRONMENT CHANGES. ALWAYS REVIEW THE PSI'S THROUGHOUT THE DAY TO ENSURE WORKERS ARE KEPT AWARE OF THE HAZARDS PRESENT AND CONTROLS THEY MUST USE.**



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SUPERINTENDENT, FOREMAN, LEADHANDS & WORKERS 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.

	NAME (Please Print)	SIGNATURE	POSITION
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9			
10			

CREATED BY:	Ken Pull	DATE:	June 5, 2011
SIGNATURE:			
REVIEWED BY:		DATE:	
SIGNATURE:			
REVIEWED BY:		DATE:	
SIGNATURE:			