

SAFE JOB PROCEDURE

OPERATING SCISSORLIFT

1. Perform Pre-Operation Inspection (attached)
2. Review the area to ensure that there are no obstacles around the aerial platform and in the path of travel such as holes, drop offs, electrical cords or hoses
3. Ensure that the surface which the scissorlift is to be used on is stable and even
4. Check overhead clearances
5. Ensure batteries are fully charged
6. Disconnect the AC charger cord from the external power source
7. Ensure that both battery and hydraulic/electric trays are closed and locked
8. Ensure that the free-wheeling valve is fully closed
9. Ensure all guard rails and lock-pins are in place and locked in position
10. Do not climb or descend a grade steeper than 25%. Elevated driving must only be done on level surfaces
11. Do not use or operate the aerial platform if any of the components appear to be altered, damaged or if it is tagged or locked out for non-use or repair.

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SCISSORLIFT PRE-OP CHECKLIST

Date: _____

Employee: _____

Inspect and/or Test the following at the beginning of each use:

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| 1. Operating and emergency controls | ρ |
| 2. Safety devices and limit switches | ρ |
| 3. Personal protective devices | ρ |
| 4. Tires and wheels (large chips out of tires) | ρ |
| 5. Outriggers (if equipped) and other structures | ρ |
| 6. Air, hydraulic and fuel system(s) for leaks | ρ |
| 7. Loose or missing parts | ρ |
| 8. Cables and wiring harnesses | ρ |
| 9. Placards, warnings, control marking and operating manuals | ρ |
| 10. Guardrail system including locking pins (check for cracks in weld) | ρ |
| 11. Engine oil level (if so equipped) | ρ |
| 12. Battery fluid level | ρ |
| 13. Hydraulic reservoir level | ρ |
| 14. Parking brakes (check operational) | ρ |

Comments: _____

