



AERIAL LIFT SAFETY PROGRAM

(Section 29)

PURPOSE:

It is the policy of Wagner-Meinert, Inc. to permit only trained and authorized personnel to operate aerial lifts. This policy is applicable to both daily operators and those who occasionally use an aerial lift. WMI employees will not use customer equipment unless certified operators are given permission from the appropriate personnel.

SCOPE:

The Occupational Health and Safety Administration's (OSHA) 29 CFR 1926.453 and 1926.454 rules and regulations apply to erecting, dismantling, fall protection, furnishing, and engaging in work on aerial platforms. Any temporary elevated or suspended work unit and its supporting structures used for supporting workers, material(s), or both are subject to the aforementioned rules and regulations.

REFERENCES:

Requirements and regulations pertaining to powered material handling equipment are found in the following publication:

Occupational Safety and Health Standards for Construction (29 CFR 1926.453).

Occupational Safety and Health Standards for Construction (29 CFR 1926.454).

PROCEDURES:

These written aerial lift operation procedures establish guidelines to be followed, whenever any employee works with aerial lifts at this company. The rules established are to be followed to:

Provide a safe working environment,
Govern operator use of industrial lifts, and
Ensure proper care and maintenance of aerial lifts.

FORMS:

(APPENDIX 29A) SCISSOR-AERIAL DAILY INSPECTION CHECKLIST

- 1.0 OBJECTIVES**
- 2.0 COMPETENT PERSON**
- 3.0 RESPONSIBILITIES**
- 4.0 TRAINING**
- 5.0 ROLES AND RESPONSIBILITY**
- 6.0 DOCUMENT MANAGEMENT:**
- 7.0 CHANGE CONTROL:**
- 8.0 PERSONNEL:**

1.0 OBJECTIVES

1.1 The objectives of the Aerial Lifts Safety Program include:

- 1.1.1 All aerial lifts shall be designed and constructed in conformance with applicable requirements of the American National Standards for "Vehicle Mounted Elevating and Rotating Work Platforms
- 1.1.2 To ensure that operators understand the limitations and safe operations of the equipment.
- 1.1.3 To ensure that all equipment is properly maintained and is kept good working order.
- 1.1.4 To ensure that equipment malfunctions are noted before accidents occur.
- 1.1.5 To ensure that non-qualified employees do not use this equipment.
- 1.1.6 To ensure that operators receive refresher training as necessary.
- 1.1.7 To ensure that qualified trainers are available to certify new operators and conduct refresher training.
- 1.1.8 Minimum Clearance for Live Wire Electricity (See table 1.1.8 on next page)

Table 1.1.8 - Minimum Clearance Distances for Live-line Bare-hand Work (Alternating Current)

Voltage range (phase to phase) kilovolts	Distance in feet and inches for maximum voltage	
	Phase to ground	Phase to phase
2.1 to 15	2'0"	2'0"
15.1 to 35	2'4"	2'4"
35.1 to 46	2'6"	2'6"
46.1 to 72.5	3'0"	3'0"
72.6 to 121	3'4"	4'6"
138 to 145	3'6"	5'0"
161 to 169	3'8"	5'6"
230 to 242	5'0"	8'4"
345 to 362	17'0"	113'4"
500 to 552	111'0"	120'0"
700 to 765	115'0"	131'0"

2.0 COMPETENT PERSON

2.1 Each department using aerial lifts must select a competent person to oversee the aerial lift being used. The competent person also inspects all aerial lifts per the manufactures safety checks before each use. The competent person must have a complete grasp of functions, rules, and regulations as they pertain to the aerial lift he/she oversees. Competent persons will manage the daily activities on and around aerial lifts and ensure the following:

- 2.1.1 Fall protection - Basket occupants must wear a body harness attached to the basket.
- 2.1.2 Moving the lift - The lift must not be moved when the boom is elevated in a working position unless the lift is specifically designed to do so.
- 2.1.3 Lift controls - Lift controls must be tested daily prior to operating the boom.
- 2.1.4 Backup alarms – Audible and visual alarms must be tested and in working order before each use.
- 2.1.5 Boom and basket loads - The manufacturer's boom and basket maximum intended loads must not be exceeded.

- 2.1.6 Outriggers and brakes - Outriggers must be positioned on pads or solid ground when used. Brakes must be set anytime outriggers are used. Wheel chocks must be installed before the lift is used when working on an incline.
- 2.1.7 Barricades & signs - The area beneath an operating aerial lifts must be cordoned off and access to that area must be restricted. Restricting access may be accomplished through the use of barricades and signs.

3.0 RESPONSIBILITIES

3.1 Safety Director:

- 3.1.1 Responsible for developing and revising the written Aerial Lift Safety Program. In addition, the Safety Director will be responsible for the training requirements and maintain documentation of training.

3.2 Job Site Foreman

- 3.2.1 The foreman on the job site is the competent person responsible for seeing that the Aerial Lift Safety Program is adhered to.

3.3 Safety Committee

- 3.3.1 Safety Committee is responsible for auditing the entire Aerial Lift Safety Program and providing training assistance/materials to the department utilizing Aerial Lifts.

3.4 All Employees

- 3.4.1 Employees are responsible for operating Aerial Lift equipment according to safe and proper techniques outlined in training classes. In addition, employees are responsible for notifying the foreman of any unsafe conditions related to the equipment.

3.5 Project Manager

- 2.6.1 Are responsible for assuring that field personnel have the required training for use of aerial lifts.

4.0 TRAINING

4.1 Aerial Lifts

- 4.1.1 Aerial lifts are considered any of the following: vehicle-mounted aerial devices to elevate personnel to work areas not accessible from the ground; extendible boom platforms, aerial ladders, articulating booms, vertical towers, and a combination of any such devices. All employees who may on occasion work on aerial platform must

be trained. Training covers the proper use, inspection of, and hazards associated with aerial lifts.

4.1.2 Aerial lifts may be modified for uses other than those intended by the manufacturer provided the modification has been certified in writing by the manufacturer.

4.2 When working on an elevated platform, several factors must be considered:

4.2.1 Fall protection - Basket occupants must wear a body harness attached to the basket. Also personnel will stand firmly on the floor of the lift and will not climb on the side rails or the edge of the basket.

4.2.2 Moving the lift - The lift must not be moved when the boom is elevated in a working position unless the lift is specifically designed to do so.

4.2.3 Lift controls - All controls must be tested daily prior to operating the boom.

4.2.4 Boom and basket loads - The manufacturer's boom and basket maximum intended loads must not be exceeded.

4.2.5 Outriggers and brakes - Outriggers must be positioned on pads or solid ground when used. Brakes must be set anytime outriggers are used. Wheel chocks must be installed before the lift is used when working on an incline.

4.2.6 Barricades & signs - The area beneath an operating aerial lifts must be cordoned off and access to that area must be restricted. Restricting access may be accomplished through the use of barricades and signs.

5.0 ROLES AND RESPONSIBILITY

5.1 Wagner-Meinert, Inc

5.1.1 Appoint an individual(s) as a competent person, ensure that they have been properly trained and can effectively oversee aerial lift requirements.

5.1.2 Provide appropriate type(s) of aerial lifts.

5.2 Competent Person

5.2.1 Attend Aerial Lift Safety Training.

5.2.2 Manage daily activities involving work performed on aerial lifts.

5.2.3 Perform required inspections of aerial lifts.

5.3 Supervisors

5.3.1 Ensure aerial lift(s) are being inspected at predetermined intervals.

5.3.1 Ensure aerial lift safety requirements are followed.

5.4 Safety Director

5.4.1 Provide general training and competent person training.

5.4.2 Assist competent person in establishing aerial lift inspection guidelines.

5.4.3 Provide periodic audits of the aerial lift safety program.

5.5 Individual

5.5.1 Attend Aerial Lift Training

5.5.2 Adhere to aerial lift safety requirement

6.0 DOCUMENT MANAGEMENT:

The Safety Director is responsible for developing and maintaining the program.

If after reading this program, you find that improvements can be made, please contact the Safety Director. We encourage all suggestions because we are committed to the success of our written Aerial Lift Safety Program. We strive for clear understanding, safe behavior, and involvement from every level of the company.

7.0 CHANGE CONTROL:

All management system changes are reviewed, approved or disapproved by the Safety Committee.

This program was initially developed on December 14, 2007, replacing the former Aerial Lift Safety Program entirely.

Revision No. 1 (December 14, 2007)

Revision No. 2 (February 27, 2008)

Revision No. 3 (February 24, 2010)

8.0 PERSONNEL:

The Owners of Wagner-Meinert have the ultimate responsibility for the Aerial Lift Safety Program. They have designated the Safety Director to manage the Aerial Lift Safety Program.



Scissor-Aerial Daily Inspection Checklist (Appendix 29A)

Daily Inspection Checklist: Scissor / Aerial Lift ID #:

Date: _____ Shift: _____

Operators Name: _____ Operators Signature: _____

The Vehicle Inspection :

- | | |
|-------------------------------|---|
| _____ Oil Level | _____ Coolant Level |
| _____ Hydraulic Oil Level | _____ Tire Pressure and Condition of Wheels and Tires |
| _____ Fuel Level | _____ Battery and charger |
| _____ Ground Control Switches | _____ Check the Lift and Surrounding Area for Leaks |

Check Operations:

- | | |
|--------------|--------------------------------------|
| _____ Horn | _____ Steering |
| _____ Gauges | _____ Attachments or Accessories |
| _____ Brakes | _____ Backup Alarm or Warning buzzer |
| _____ Lights | _____ Warning Lights |

Platform Lift Equipment Inspection:

- | | |
|---|--------------------------------------|
| _____ Lift and Travel Controls and Switches | _____ Steering |
| _____ Placards, Decals and Control ID Labels | _____ Attachments or Accessories |
| _____ Handrails, Guardrails and Safety Chains | _____ Backup Alarm or Warning buzzer |
| _____ Platform Deck and Toe Boards | _____ Warning Lights |

IF THE AERIAL OR SCISSOR LIFT FAILS ANY PART OF THIS INSPECTION, REMOVE THE KEY AND REPORT THE PROBLEM TO YOUR SUPERVISOR. DO NOT ATTEMPT TO MAKE REPAIRS UNLESS YOU ARE A TRAINED AND AUTHORIZED SERVICE PERSON

RECORD ANY MALFUNCTIONS, DAMAGES OR PROBLEMS:

Comments: _____

