



WESTLAND SAFETY INSTRUCTION NO. 32

SAFE USE OF MOBILE ELEVATING WORK PLATFORMS (MEWPS)

1. Introduction

To minimise the risk of injury due to the inappropriate use of MEWPS, the following rules shall apply to the operation of such equipment on the WHL site. The following types of MEWP are covered by this instruction:

- Vehicle mounted, articulated and telescopic booms
- Self propelled articulated and telescopic booms
- Scissor lift platforms
- Trailer mounted articulated and telescopic booms
- Other combinations of the above

2. Training

All operators must be adequately trained in the safe operation of the machine they are using and shall have a valid certificate of training.

The driving of MEWPS on the public highway is subject to Regulations made under the Road Traffic Acts. The main requirement is that operators must be in possession of a current driving licence for the class of vehicle in question. Additionally on the WHL site no persons under the age of 18 are allowed to operate MEWPS.

3. Rules For Safe Operation

All operators shall comply with the following rules:

- WHL employees shall gain authorisation to use a MEWP from their supervisor. All such work must be risk assessed in accordance with Core Instruction HSE1.2 before authorisation can be granted.
- Contractors shall gain authorisation to use a MEWP by completing a WA3413 (Contractors risk assessment form) with the Site Facilities Project Engineer, or Maintenance Supervisor.
- Before use ensure the checks are/have been carried out:
 - Tyres, pressure and wheel nuts
 - Fuel, water, oil, hydraulic fluid and batteries
 - Warning devices
 - Machine structure for visible defects
 - Leaks
 - Brakes and steering
 - All operation controls
- Operators shall at all times while operating MEWPS wear a safety harness, which shall be secured to the MEWP.
- Observe all safety signs
- Follow the manufactures' instructions and at no time attempt to operate the machine beyond its recommended limited

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- Make sure that the MEWP is suitable for travelling over the ground conditions found on the site
- Before travelling operators should make sure that there are no ramps, trenches, slopes, manhole covers, ground obstructions, overhead cables, building projections or other obstacles, which may present a danger
- Ensure that the Safe Working Load (SWL) of the machine is not exceeded. The SWL includes the weight of all persons, tools, equipment, hoses, cables and materials. – DO NOT USE AS A CRANE
- If the MEWP is equipped with outriggers, these must be used as recommended by the manufacturer
- Ensure adequate warnings are in place for persons working/passing below – signs, barriers etc
- If moving the MEWP in an elevated position a competent person must be in place at ground level to give directions