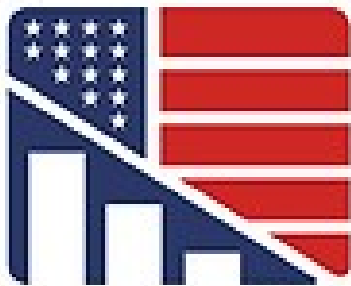

(Insert your Company Name Here)

Aerial & Scissors Lift Safety Program

Provided By:



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American Businesses...Stronger Together!

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INTRODUCTION

This policy is designed to provide drivers, employees, and all other concerned parties with information regarding the policies and general practices of this company. Written information is provided herein. However, it is not the intent of the company to list all aspects of its programs, policies and or procedures within this policy. It is also understood that the information contained herein is subject to change at the discretion of the company. Additional policies and directives may be issued at any time.

It is the intent of this company to operate a Safe Workplace and in accordance with the regulations set forth by all applicable Regulatory Agencies. Nothing in this policy is designed to supersede these regulations.

All drivers are expected to operate drug-free, safely and courteously on the highways. Evidence that this requirement is not being honored will result in the immediate revocation of the safety clearance of the offending driver.

Aerial & Scissors Lift Safety Program

Purpose

The purpose of this section is to outline policies and procedures for the safe operations of scissors lift and aerial lifts operated by (COMPANY) employees. It applies to all operations, programs and locations that require employees to access elevated locations and/or use aerial work platforms, in particular steel erection and inspection.

Definitions

- Aerial Lift – A piece of equipment, extendable and/or articulating, designed to position personnel and/or materials in elevated locations.
- ANSI – American National Standards Institute.
- Lanyard – ANSI approved line designed for supporting one person, with one end connected to a safety harness and the other end attached to a suitable anchorage able to support 5,400 pounds of force. The anchorage can be a structural steel member, an approved lifeline, or other approved anchorage points.
- Full Body Harness – ANSI approved body device designed for fall protection, which by reason of it's attachment to a lanyard and safety line or an approved anchorage point, which will limit a fall to six (6) feet or less.

Fall Protection

Full body harnesses and lanyards shall only be used, as intended by the manufacturer, for employee fall protection. Appropriate devices shall be used to provide 100% fall protection. The "D" ring on the body harness shall be positioned in the back up between the shoulder blades to minimize impact forces of the body in the event of a fall.

All fall protection equipment shall be carefully inspected prior to each use and periodically throughout the day. Safety equipment showing any signs of mildew, torn or frayed fabric or fiber, burns, excessive wear, or other damage or deterioration which could cause failure shall be permanently removed from service. All fall protection equipment shall be properly maintained and stored when not in use. This includes keeping dry and out of sunlight, away from caustics, corrosives or other materials that could cause defects.

Hard hats and safety harnesses shall be worn by employees in the bucket or platform of any aerial lift device. Other safety personal protective items may be required by either company or client safety policies. High visibility clothing is NOT required for employees, but it is recommended while working in the air.

Consideration must be given to water hazards and appropriate precautions. When 100% fall protection is employed, OSHA water safety standards are not mandated. However it

is advisable to take minimum precautions such as readily available buoy and safety line, and a rescue boat.

Equipment

Aerial lift devices shall conform to ANSI Standards applicable to the type of equipment being used – bucket truck, under-bridge inspection vehicle, portable and/or self-propelled personnel lift. Aerial lift devices shall only be used for the purpose(s) intended by the manufacturer. All manufacturer and maintenance department recommendations and warnings regarding operation, capacity and safety precautions shall be strictly followed. Permanent labeling must be conspicuously posted to indicate lifting capacity and travel height.

Only devices approved for lifting personnel shall be used as aerial lifts. Loaders, forklifts or other material lift devices shall NOT be used to transport employees to elevated locations nor as work platforms. Forklifts and cranes may ONLY be used as a last resort, and then only with approved personnel baskets.

Modifications shall not be made to any aerial lift device without the expressed written authorization from the manufacturer. Buckets and bucket liners shall not be drilled, cut, welded on, etc.

Procedures

Lift equipment shall be inspected upon delivery to the jobsite, and daily prior to use. The daily inspection will include testing the controls prior to use, and all inspections shall be documented on the Aerial Lift Daily Inspection form.

Before extending or raising the boom or platform, outriggers (if so equipped), shall be positioned properly and the lift will be level. Outriggers shall be placed on mud mats or other SOLID surface and shall not be used to level the vehicle. If the lift is on unlevelled ground, the wheels shall be chocked and the parking brake set. Sufficient clearance shall be checked before raising the lift. For under-bridge units, adequate clearance beneath the boom shall be assured.

Employees shall keep both feet on the floor of the bucket or platform at all times. When the lift has to be moved, it shall only be moved when the bucket or platform is at the lowered position. For scissor lifts, this is lowered all the way down, and for aerial lifts, this is lowered to the lowest point that the operator can safely see to drive the vehicle.

Employees are required to wear full body safety harnesses with lanyards. The lanyards shall be attached to an engineered anchorage point inside the lift. Do Not wrap the lanyard around a rail and tie back onto itself. Employees are Not to anchor on structural members outside of the lift, unless exiting the lift to get on the structural members.

Platform lifts (scissor lifts) shall have a top and mid rail and a kick plate (toe board), along with an engineered anchorage point to tie off. Employees shall not climb nor stand on the mid or top rails, keeping both feet on the floor of the platform.

Tools, parts or any materials shall not be dropped or thrown from the bucket or platform. When using welding or heating equipment from the bucket or platform, the vehicle shall be protected from sparks and slag and special care shall be taken to remove flammable objects away from the lifts.

Electrical Safety

When working near electrical lines or equipment, avoid direct or indirect contact. Direct contact is body contact. Indirect contact is when the body touches or is in dangerous proximity to any object that is in contact with energized systems. Always assume lines are "live" and carry high voltage. Electrical lines can only be considered "dead" when verified by licensed electricians from the utilities department, and proper lockout and tagout has been performed.

Employees shall not position any aerial lifts closer than ten (10) feet to a power line that carries up to fifty (50) kilovolts. For each kilovolt over 50, add four (4) inches.

Employees are to be trained concerning the hazards and precautions of working near power lines.

Ensure posted warning placards are in place concerning electrical lines.

If the operator is unable to assess the clearances while operating the aerial lift, then a "spotter" must be used to observe the clearances and warn the operator.

Training

Aerial lift operators shall be trained and certified to use the various lifts on the jobsites.

Training may be obtained from the rental companies supplying the lifts. If not available from the rental companies, contact the Safety Director for training options.

All employees operating lifts shall be issued a COMPANY NAME operator's card, to be carried at all times on their person, when working on a COMPANY NAME jobsite. Retraining shall be accomplished annually or when an employee shows a lack of understanding of aerial lift safe operating procedures.