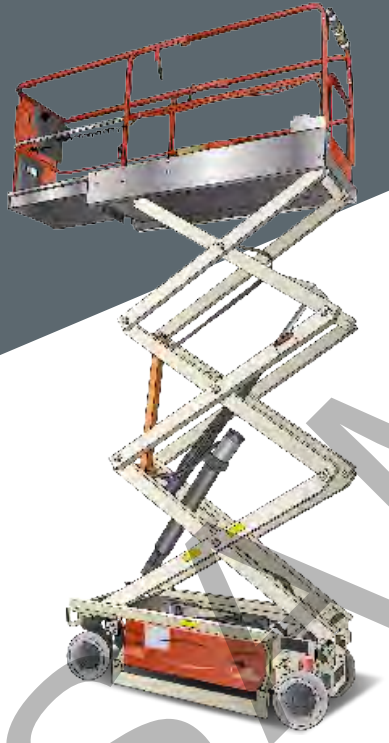
LEARNER GUIDE



LLN READY

EWP-Scissor Lift

RII COMPETENCY

Training support material for:

RIIHAN301E –
Operate elevating work platform
(Scissor lift)

Produced by:

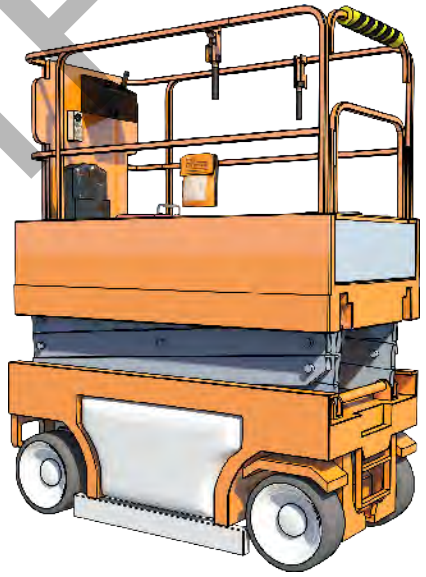
EASY GUIDES
Australia Pty Ltd

This material is only intended for use with a Scissor lift

Includes question/answer and operational checklists

Contents

Introduction to Scissor lift



Getting ready for your scissor lift competency assessment

Operating a scissor lift can be very dangerous.

This is why you must be assessed as competent before operating a scissor lift.

The only way to be assessed as competent is to pass an accredited course. To pass and be deemed competent, you must do a practical test to show you have learnt the basics of operating a scissor lift as well as passing a written test.

This information book will help you learn everything you need to know to pass the written test. Good luck.

Parts of a scissor lift

Types of scissor lifts

Scissor lifts are work platforms which can be raised to make working at heights much easier. There are a number of different types of scissor lift available. Some examples are:

Self propelled

Designed for use on solid, flat surfaces.

Self propelled with stabilisers/outriggers

Designed for use on rough terrain.

Can be electric or combustion engine powered.

Manually propelled with stabilisers/outriggers

Designed for use on solid surfaces only.

Operator must push machine into position manually before elevating.

Manually propelled single man lift

Push around type.

Only one person allowed to be on platform.

Types of scissor lifts (continued)

Trailer mounted

Vehicle mounted

Plan and prepare for operating an elevating work platform

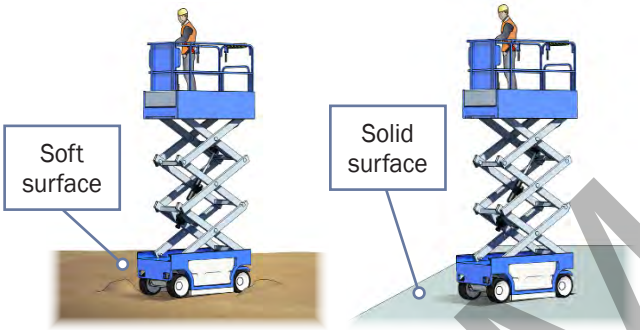
Element 1

Selecting the correct scissor lift

It is important to select a scissor lift which is safe, suitable for the job being done and suitable for the working conditions.

Some things you will need to consider include:

Will the scissor lift be used on a soft or solid surface?



How high do I need to reach?

Will the scissor lift fit in and out of the work area?

Can the operating surface hold the weight of the scissor lift?

Working out the weight of the load

You must make sure your work platform has enough capacity for the load you will carry. To do this you need to know the working load limit of your scissor lift. You also need to know the weight of the load. Here's how to work out the weight of the load.

In this example, you and your workmate need to do some repair work on a building using a scissor lift.

1. The scissor lift has a working load limit of 230 kg.

   You must work out the total weight of the load before you start work.

WLL 230 kg

2. To do this you must first think about the body weight of you and your workmate.

3. For example, if you weigh 90 kg and your workmate weighs 110 kg

   90 kg + 110 kg = 200 kg

   Now take away the total of the load weight from the working load limit of the scissor lift.

   230 kg – 200 kg = 30 kg

4. This means you can safely lift up to 30 kg of tools and equipment.

QUESTION 8

How can you find out the weight of everything on the platform?

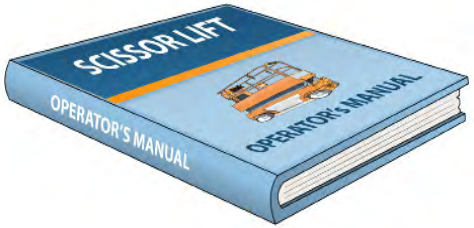
Add the weight of the operator, the tools and equipment and materials together. The total must **not be more** than the WLL.

Operator **85 kg** + Tools and equipment **25 kg** + Materials **50 kg** = **160 kg** Weight in basket

QUESTION 9

Where can you find out the highest wind speed (velocity) the scissor lift can work in?

On the scissor lift data plate or in the scissor lift operator manual.



Small spaces

If you are using a scissor lift in a small space, you have to look out for some particular hazards. For example:

Will the scissor lift fit into the area?

Are there pedestrian hazards to think about?

Are there any possible obstructions?

Do you need someone to guide you?

Is there enough room to raise the platform?

Operational procedures

Fitting a harness

It is not compulsory to wear a safety harness and lanyard when operating a scissor lift. However some employers or worksite rules may require you to wear a safety harness in special situations.

If you are required to wear a safety harness:

Your harness must be fitted and adjusted before entering the platform.

Once you are in the platform, secure the lanyard to the anchor point.

If you were to fall, a harness not properly fitted or secured could result in serious injury or death.

Entering the work platform

Only enter the platform when it is fully lowered.

Always face the work platform and have three (3) points of contact while mounting or dismounting.

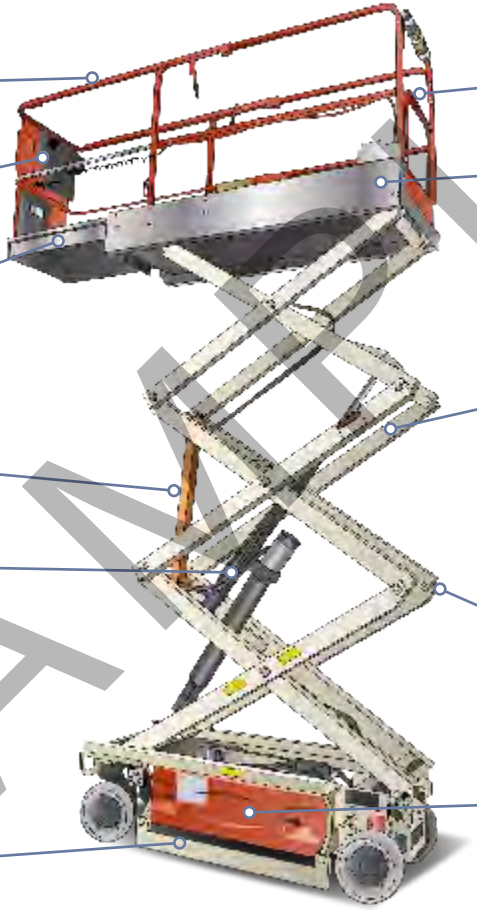
Never climb up the scissor lift, or anything else, to enter a raised platform.

Operate elevating work platform

Element 2

Pre-start inspection/checks (continued)

More things to check for are:



- Handrails
- Platform control condition
- Platform extension (bridge)
- Safety arm
- Hydraulic cylinders and hoses
- Pothole protection
- Self closing gate or chain
- Platform floor
- Structure – cracks, dents, rust, flaking paint
- Nuts, bolts, fasteners
- Side pod security

Pre-start inspection/checks (continued)

Signage is important. It helps you understand the scissor lift's capacity, capabilities, controls and hazards.

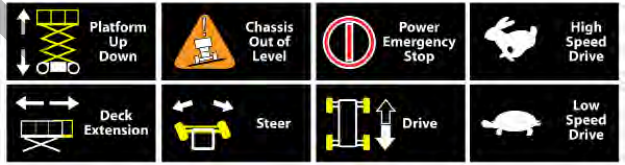
Make sure you can read and understand all signage on the scissor lift. Some examples are:

Capacity information

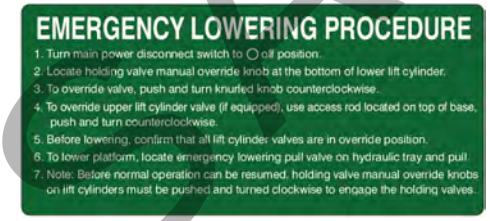
Danger signs

Warning signs

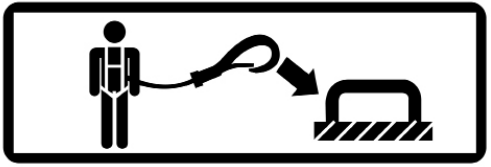
Control functions



Instructions



Picture decals



Starting procedures

There are procedures to follow each time you start the scissor lift. Here is an example:

1. Carry out pre-start checks.

2. Switch the control to the platform.

3. Enter the platform using three (3) points of contact.

4. Secure the lanyard to the anchor point (if necessary).

Starting procedures (continued)

5. Engage the dead man control (if fitted).

6. Turn the power on.

7. Carry out post-start checks.

8. Begin your work.

Always check the operating manual of the scissor lift you will be operating. It will tell you the right start-up procedures for that scissor lift.

QUESTION 37

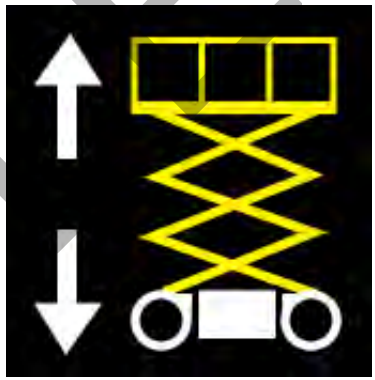
...CONTINUED FROM PREVIOUS PAGE

You did all of the pre-start checks and you have started the scissor lift.

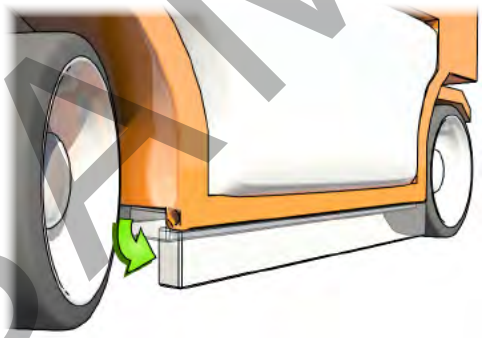
What post-start checks do you need to do after starting the scissor lift?

Dead man control (if fitted)

Up and down function



Pothole protection



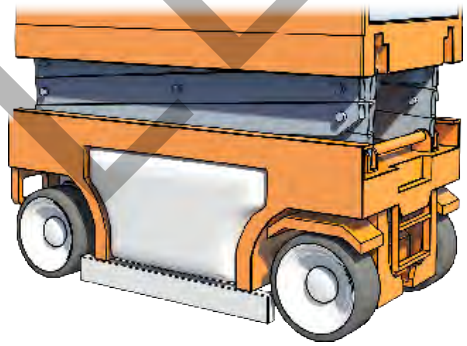
Outriggers (if fitted)

QUESTION 38

Name some pre-start checks you should do before using the scissor lift.

Look for damage to the scissor structure

Check tyres/wheels are in good condition (check tyre pressure if applicable)



Make sure there are no safety tags on the scissor lift

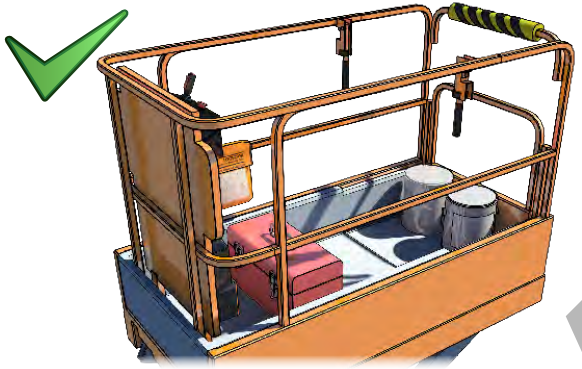
Make sure the data plate is attached and you can read it.

Planning the path of movement (continued)

When you raise the platform, watch for things like trees, powerlines, buildings or any other obstructions.

Whenever you are moving the scissor lift or raising the platform, you need to think about all hazards and all controls.

1. When placing loads on the platform the load weight should be distributed evenly across the platform.



2. **Do not** raise or lower loads over the side of the platform.

3. You should place heavy loads such as toolboxes in the centre of the platform. Never place loads on the hand rails of the platform.