ELEVATING WORK PLATFORM SAFETY & LICENCE GUIDE

Training support material for:

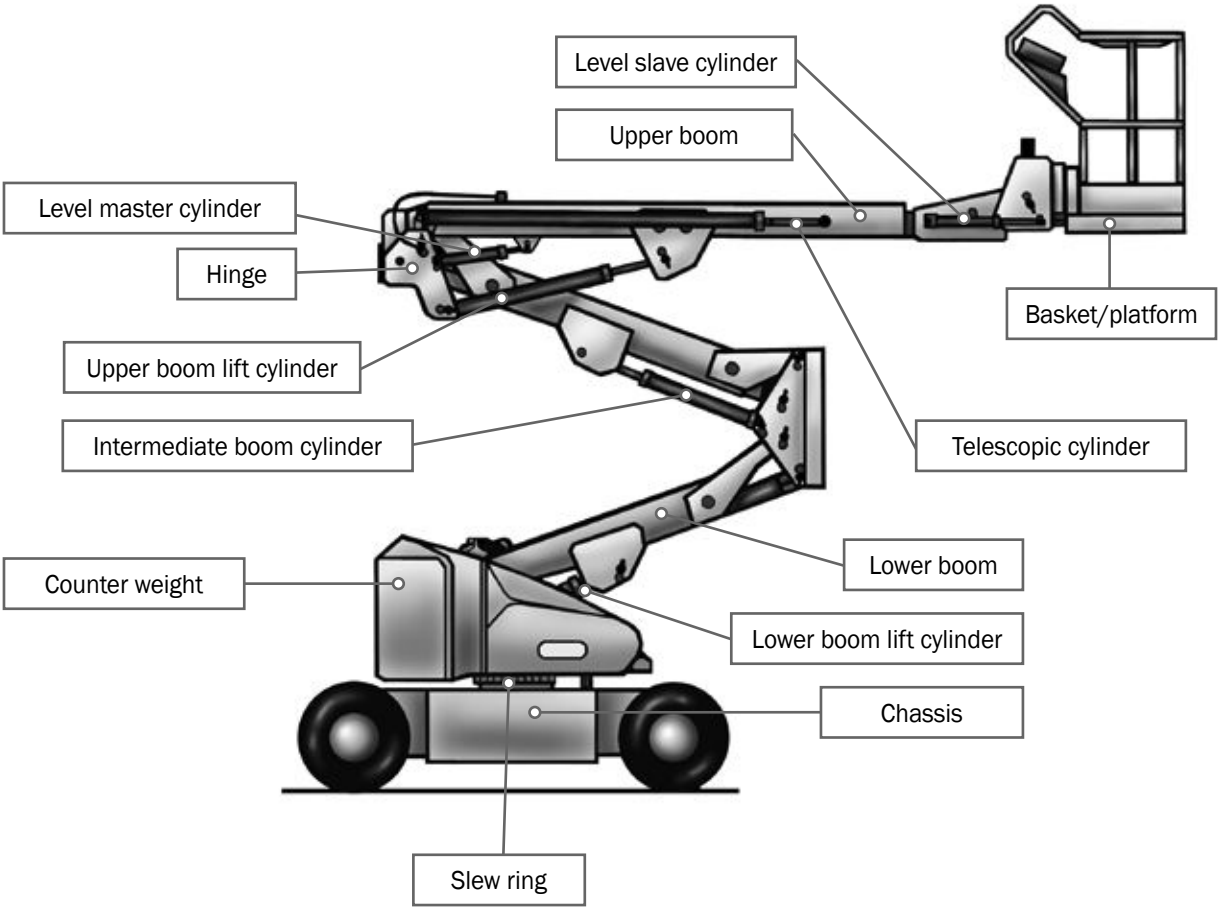
TLILIC0005
Licence to operate a boom-type elevating work platform (boom length 11 metres or more)

Produced by:

EASY GUIDES
Australia Pty Ltd

contents

Parts of a boom-type elevating work platform

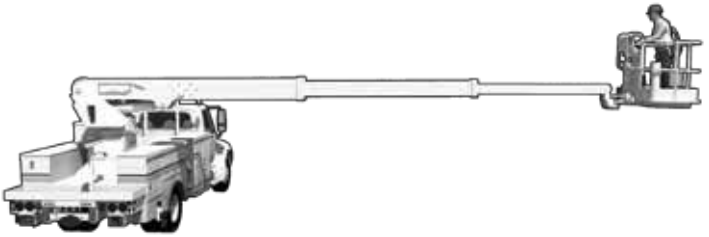


Types of EWP

Elevating Work Platforms (or EWPs), are work platforms which can be raised to make working at heights much easier. EWPs are sometimes called cherry pickers, sky-workers, sky-cranes and boom lifts.

Scissor lifts are one type of EWP. These lifts have a platform which is hydraulically raised and lowered on linked, folding supports that draw together.

Boom-type EWPs have a platform which is raised on the end of a boom. There are many different types of boom-type EWPs.



Telescopic boom lifts. These are also called 'straight stick' booms. With these models, the boom extends outwards, but does not articulate.

Articulated boom lifts are often called 'knuckle booms'. They have a feature called 'up and over reach'. This means they have the ability to place operators in locations that require vertical height, and horizontal reach.

Types of EWP (continued)

Truck-mounted EWPs offer a safe and easy way of working at heights with the flexibility of quick movement between sites. There are both articulating and telescopic versions of truck mounted EWPs available.

Trailer mounted EWPs have the ability to place operators at locations that require vertical height and horizontal reach. They are available in varied sizes and can be electric or engine powered.

A key feature of trailer mounts is ‘up and over reach’ with the flexibility of towing the trailer lift to the job sites using your own vehicle.

Plan work / task

Element 1

Work plan

A work plan, sometimes called a job plan, helps to organise the way the job is carried out. Each worksite will have its own procedures for developing the work plan. When a work plan is developed it must take into account things like:

What plant or equipment is needed.

What hazards there are, and how these will be controlled.

Laws, Australian standards, or manufacturer's instructions which must be followed.

Worksite rules and procedures.

The order of the tasks which need to be done.

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Job order

Work plans also help put the tasks of a job in the order in which they need to be done. This helps to work out:

When certain plant or equipment will be on the site.	What staff are needed to do certain tasks at certain times.	The types of hazard controls you will need to set up before a particular type of work starts.
		

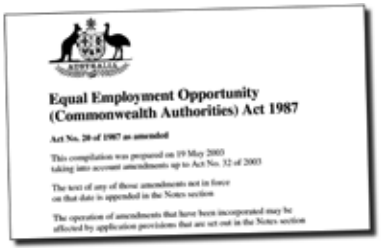
For example, the work plan might tell you that, in two days, traffic controllers will be needed. This way, you can be ready to do your job alongside the traffic controllers.

You should discuss the job plan with your supervisor and workmates. Talking and asking questions helps everyone understand what they have to do. It also helps everyone to understand the hazards involved in the job and how these hazards will be controlled.

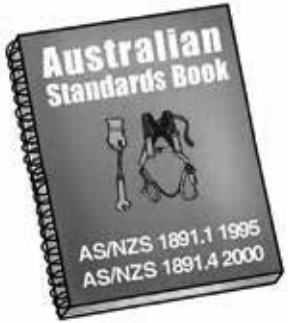
Safety information and work procedures

You will also have to make sure you know about the safety information and procedures related to the job. Ways to find out this information include:

Legislation and regulations



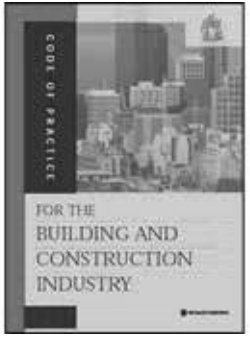
Australian standards



Worksite OHS/WHS policies

Safe working or job procedures.

Codes of Practice



Instructions from equipment manufacturers such as an operations manual.

Guidance notes from your WHS/OHS regulator or workplace representative.

Plans from your manager.

Hazard versus risk

What is the difference?

Different hazards and risks emerge constantly—sometimes instantly.

Hazard

A hazard is any thing or any situation which could injure or harm you.

In other words, it is anything that can hurt you.

Risk

A risk is the chance of a hazard causing harm such as injury, illness or even death.

In other words, how likely it is that somebody or something may be harmed by the hazard.

QUESTION 9

Who might you talk to about workplace hazards **before** you start the job?

Your supervisor or manager in charge.

Workmates

WHS/OHS representatives or a member of the Work Health and Safety Committee.

Workplace engineers (if possible)

QUESTION 10

You need to communicate with people (such as workplace health and safety representatives) about hazards before you start work.

Why do you think it is important to do this?

So you are able to identify hazards including the ground conditions.

To know the workplace policies and procedures that need to be followed.

To know how to control the hazards that you identify.

QUESTION 11

You are using an elevating work platform (EWP) near uninsulated powerlines. Working near powerlines is very dangerous and can kill you. There are important rules that must be followed.

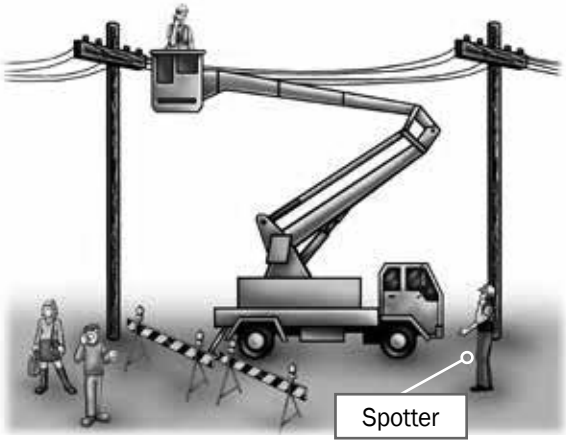
What are the minimum safe distance rules you must follow?

The minimum safe distance rules you must follow can be different for each state/territory.

A spotter may be used in some states to help you work closer to uninsulated powerlines.

Some distances may depend on particular voltages.

Uninsulated means the powerlines have no cover. If you touch them you could be hurt or killed.

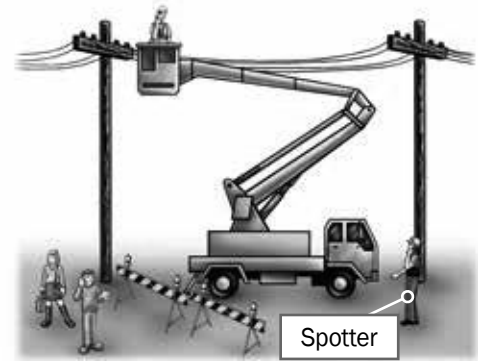


QUESTION 12

What are some ways you can work closer to powerlines than the minimum distances allowed?

You might be able to get permission/permit from the electricity supply authority. They will provide help with working safely.

The power company may be able to turn off (disconnect) the power supply.



Use a spotter in the exclusion zone if you are allowed to in your state/territory.

QUESTION 13

You need to mobile (move) an EWP with the platform raised for a short distance.

What do you need to check first?

Ground conditions, hills and slopes

Wind speed

Vehicles, other equipment and people

Powerlines and other things near the EWP

QUESTION 14

What hazards (dangers) can happen when it is windy?

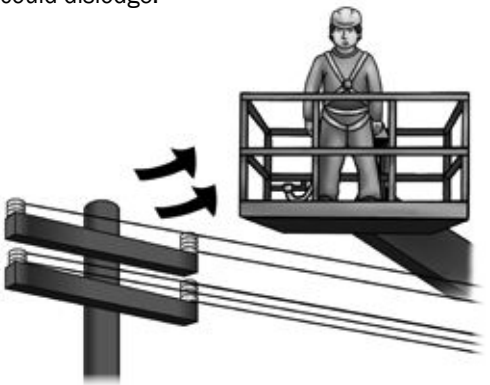
Uncontrollable boom movement

Tip over

Falling objects

Reduced visibility caused by dust and debris

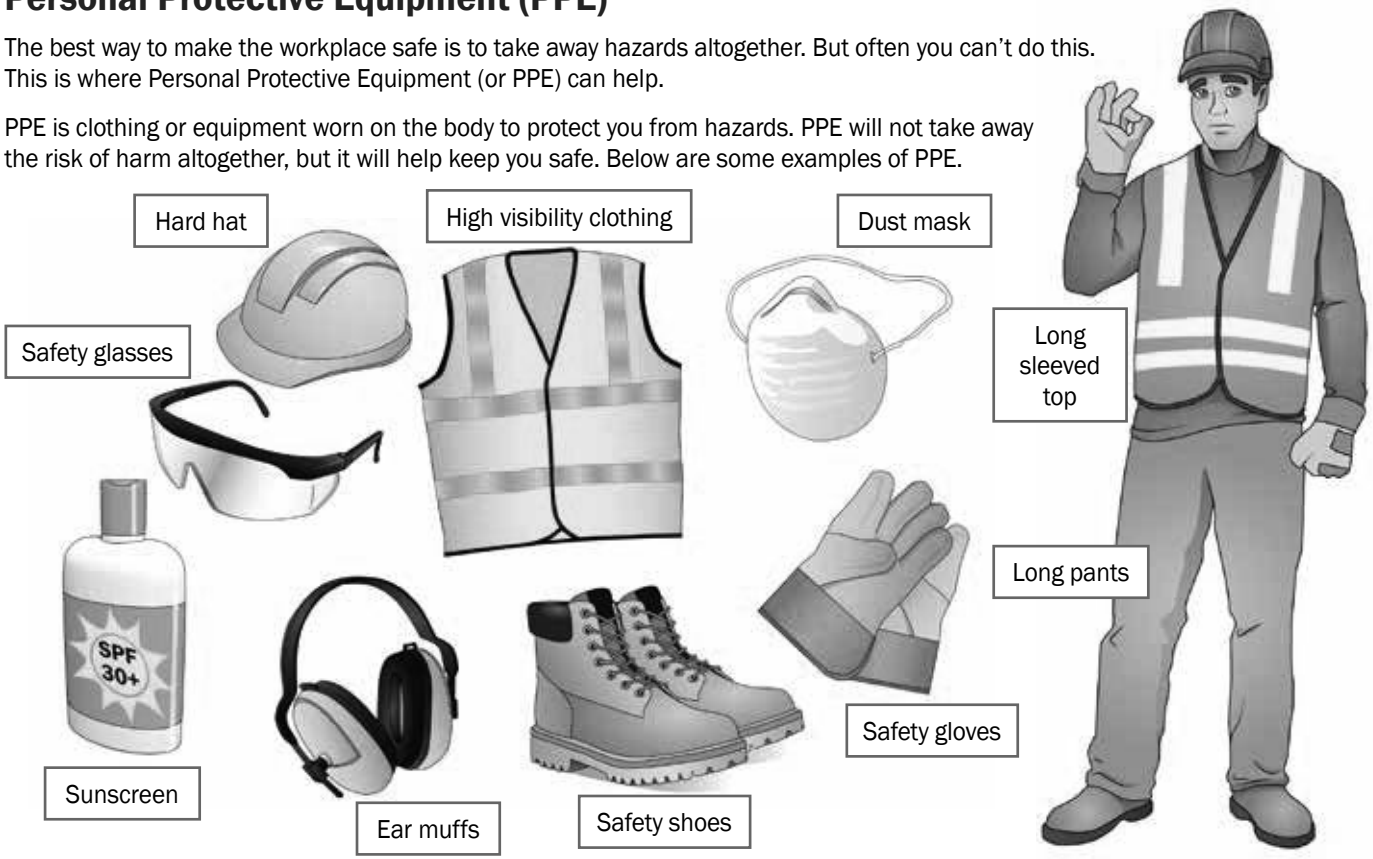
Power lines can sway and cables could dislodge.



Personal Protective Equipment (PPE)

The best way to make the workplace safe is to take away hazards altogether. But often you can't do this. This is where Personal Protective Equipment (or PPE) can help.

PPE is clothing or equipment worn on the body to protect you from hazards. PPE will not take away the risk of harm altogether, but it will help keep you safe. Below are some examples of PPE.



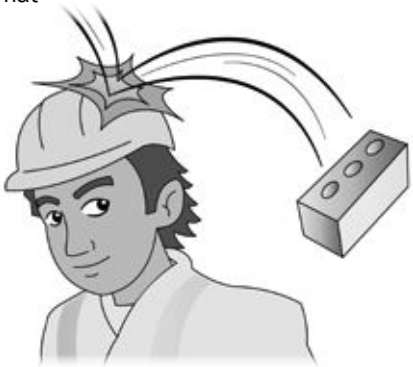
Note: Before starting any work all PPE should be checked to make sure it is in good working order.

PPE Examples

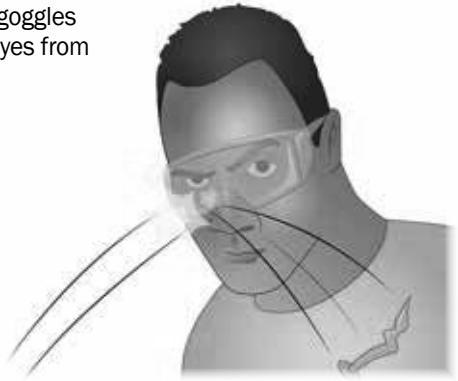
Here are examples of how personal protective equipment can protect you and your work mates.

Safety shoes can protect your feet.

Safety helmet or hard hat can protect your head from falling objects.



Safety glasses or goggles can protect your eyes from harmful objects.



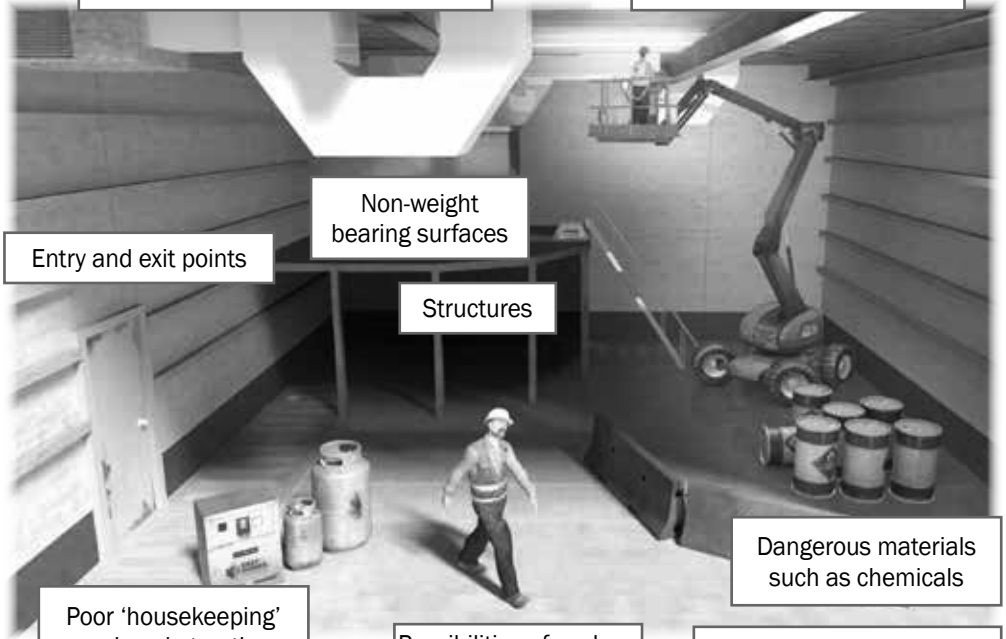
Dust masks can stop you from breathing in harmful substances such as gasses.

QUESTION 16

You have arrived on site and you are about to start using the EWP. There are hazards (dangers) you might run into when using the EWP.

What are some examples of hazards that you must plan for indoors?

Indoor hazards



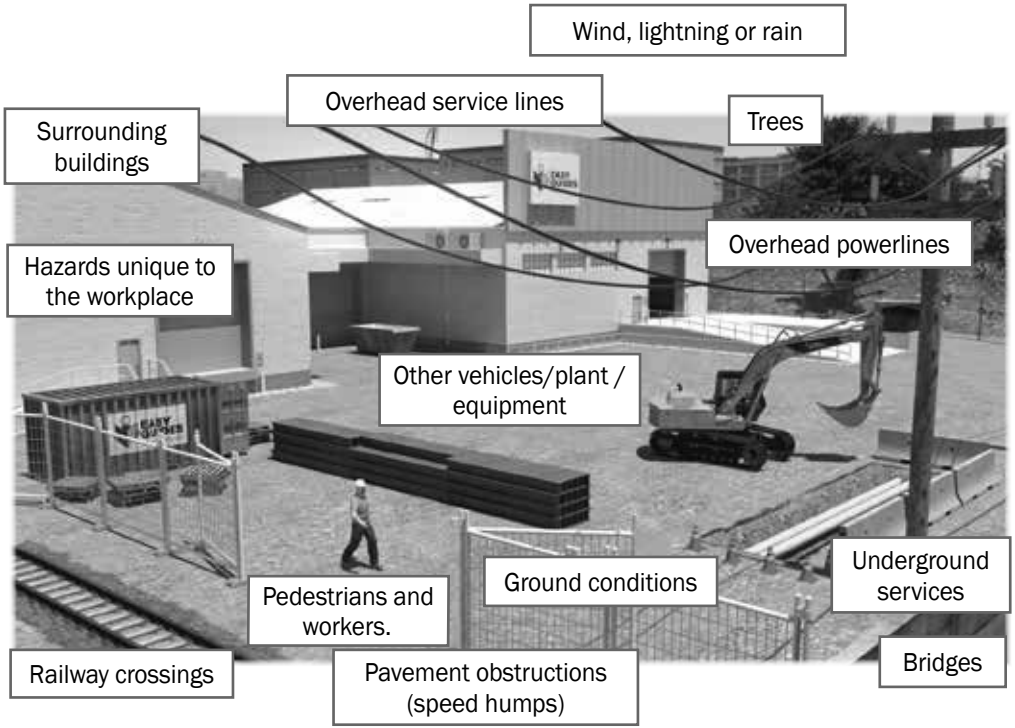
QUESTION 17

You have arrived on site and you are about to start using the EWP.

There are hazards (dangers) you might run into when using the EWP.

What are some examples of hazards that you must plan for outdoors?

Outdoor hazards



QUESTION 18

The Hierarchy of Hazard Control is a list of controls that you can use to eliminate or lower the danger from a hazard in the workplace.

What are the six (6) levels in the hierarchy from the first choice to the last choice?

1. **Elimination:** If possible, remove (take away) the hazard.
2. **Substitution:** Use a safer method if you can't remove the hazard.
3. **Isolation:** Stop access to the hazardous (dangerous) area.

4. **Engineering Control Measures:** Change the tools, equipment or environment to make it safer.
5. **Administrative Practices:** Reduce the time the worker is exposed to the hazards by using training, job rotation, the timing of jobs, etc.
6. **Personal Protective Equipment (PPE):** Use PPE as your **last line** of defence.