LEARNER GUIDE

LLN READY

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EWP-Scissor Lift

RII COMPETENCY

RIIHAN301E
Operate elevating work platform
(Scissor lift)

This material is only intended for use with a Scissor lift
Includes question/answer and operational checklists

EASY GUIDES
Australia Pty Ltd
Industry Training Resources

Contents

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Introduction to Scissor lift

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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.

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What is a scissor lift?

A scissor lift is a type of elevating work platform (EWP) that can only elevate **vertically**.

The mechanism to achieve this is the use of linked, folding supports in a criss-cross '**X**' pattern.

The platform may also have an extending **bridge** to allow closer access to the work area, because of the limits of vertical-only movement.

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Note:
A scissor lift is not the same as a boom type elevating work platform. You must have a high risk work licence to operate a boom type elevating work platform with a boom length greater than 11 metres.

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Parts of a scissor lift

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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.

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Types of scissor lifts (continued)

Trailer mounted

Vehicle mounted

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Plan and prepare for operating an elevating work platform

Element 1

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Compliance documents

When working with scissor lifts, there are documents, called compliance documents, that you need to know about. These documents tell you what you must do to work with scissor lifts safely and legally.

The following are all types of compliance documents.

- Legislation: such as the OHS/WHS Act
- Codes of Practice: such as Preventing Falls in Housing Construction
- Australian Standards: such as AS 2550.10-2006. Cranes, hoists and winches – Safe use – Part 10: Mobile elevating work platforms
- Manufacturer's manuals and specifications
- Worksite rules and procedures
- Equal Employment Opportunity and Disability Discrimination legislation

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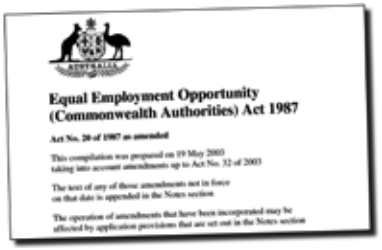
Safety information and work requirements

You will also have to make sure you know about the safety information and work requirements for the job.

Ways to find out this information include:

Legislation and regulations	Australian standards	Worksite OHS/WHS policies
Codes of Practice	Instructions from equipment manufacturers	Guidance notes from your WHS/OHS regulator.



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Work requirements

Work requirements are usually communicated by creating a 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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Work requirements (continued)

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.
		

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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.

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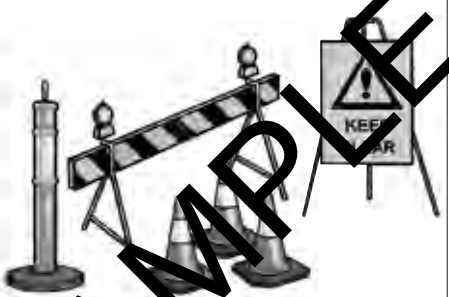
Tools and equipment

Before you start a job you need to identify the tools and equipment you will need to complete the task. All tools and equipment need to be checked and any problems should be fixed and/or reported to your supervisor.

Some examples of tools and equipment you may need are:

A scissor lift suitable for the task 	Safety barriers and signs 	Communication equipment 
Extra lighting 	Tools to do the job 	You must check tools and equipment and report any defects to your supervisor verbally or in writing. 

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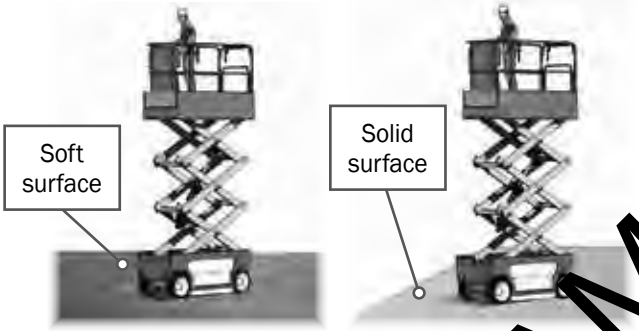
Selecting the correct scissor lift

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?

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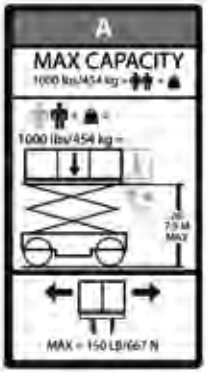
Selecting the correct scissor lift (continued)

What is the WLL/SWL of the scissor lift?



Is the scissor lift in good condition and has it been regularly maintained?

Will the scissor lift be used indoors?

- Must be electric so dangerous fumes are not given off
- Must have wheels/tyres which will not damage the operating surface.

Will the scissor lift be used outdoors?

- Can be petrol, diesel or LPG powered for outdoor use
- Must have a wind rating of at least 12.5 metres per second or 45 km/h
- May need outriggers/stabilisers for set up on uneven ground
- Wheels/tyres need to be the correct type for operating on soft ground.

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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.

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.

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You are using a scissor lift with a working load limit of 300 kg to do some painting work. You need to work out how many tins of paint you can safely lift with you.

1. In this example, the weight of each tin of paint is 25 kg.

25 kg

2. Your weight is 90 kg and your fall arrest harness and lanyard is 10 kg.

90 kg **10 kg**

3. Add the weight of your fall arrest equipment to your body weight.

90 kg + 10 kg = 100 kg

90 kg + 10 kg = 100 kg

4. Now subtract this from the working load limit of the scissor lift.

300 kg – 100 kg = 200 kg

300 kg – 100 kg = 200 kg

5. To work out how many paint tins you can lift, divide 200 kg by the weight of each tin of paint.

200 kg ÷ 25 kg = 8

You can safely carry 8 tins of paint on this scissor lift.

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