

MOBILE ELEVATED WORK PLATFORMS INSPECTOR'S TOOL

KEY	DESCRIPTION
EC	Enforcement Considerations
PN	Prohibition notice
IN	Improvement notice
ACoP	Approved Code of Practice for Power-Operated Elevating Work Platforms, Department of Labour (1995).
BPG	DRAFT Best Practice Guidelines - Mobile Elevating Work Platforms, WorkSafe NZ
HSE Act	Health and Safety in Employment Act 1992
Regs	Health and Safety in Employment Regulations, 1995

AREA OF ASSESSMENT	ACOP	BPG SECTION	EC	PAGE
1. NATURE OF WORK: <ul style="list-style-type: none"> › On level ground or outriggers in use? › Suitable for outdoor use? › Appropriate for task? › Intended for access to roofs or platforms? 	ACoP 12.2 ACoP 12.1 ACoP 12.1	4.4 5.1.3 5.1.3 4.4.10 & 5.5.3		12
2. SET-UP STABILITY: <ul style="list-style-type: none"> › If appropriate, is the machine being unloaded / loaded for transport safely? › Are outriggers (if fitted) used to level the machine correctly, fully extended and used on firm footings? › Is the machine operated on level ground? 	ACoP 12.4	5.2 4.4.3 4.4.2	PN	14
3. OPERATOR COMPETENCY <ul style="list-style-type: none"> › Unit Standards or silver card from EWP association for formal training? › Evidence of company or manufacturer's training. › Familiarity with machine. 		8	IN	15
4. ONBOARD DOCUMENTATION <ul style="list-style-type: none"> › Operator/manufacturer's instructions. › Log books. › Pre start checks in line with the above. › Operator Instruction labels (decals) are legible. › Current Certificate of Inspection. 	ACoP 8 ACoP 11.6 ACoP 11.1 ACoP 8 (a) ACoP 11.3 (b)	6.5 7.1 7.3 6.5 7.4	IN	17

<p>5. WORK PLATFORM</p> <ul style="list-style-type: none"> › Condition of deck. › Condition of guardrails. › Self-closing gate operates. › Condition of operator and ground controls including emergency stop. › Known harness anchorages are present. 	<p>ACoP 5.5</p> <p>ACoP 6 (f)</p>	<p>6.4.2</p> <p>6.3.3</p> <p>6.4.1 and 5.3</p>		21
<p>6. EMERGENCY RETRIEVAL SYSTEM</p> <ul style="list-style-type: none"> › Are there emergency procedures that have been communicated to the workers before the work begins? › Can the operator demonstrate the retrieval/recovery procedures in case of a power failure/emergency? 	<p>HSE Act 12 (1) (a)</p>	<p>5.1.3 and 5.1.7</p>		26
<p>7. CONDITION OF THE MACHINE:</p> <ul style="list-style-type: none"> › Are movement-limiting devices/limit switches present and active (demonstration)? › Is the maximum wind rating for use outdoors present? How is this measured? › Any evidence of excessive leaks from hydraulic hoses and rams? › Are hoses, and protective coverings intact? 	<p>ACoP 6</p> <p>ACoP 12.1</p>	<p>6.4.1</p> <p>4.6</p> <p>7.2</p> <p>7.3.1</p>		27
<p>8. FALL PROTECTION</p> <ul style="list-style-type: none"> › Are harnesses to be worn in this MEWP, or are there operations that necessitate the operator to be “hooked on?” › What training and competencies does the operator have for harness use? › Is the harness system set up to ensure the wearer is contained within the work platform? 	<p>ACoP 12.3 (c)</p>	<p>5.3</p> <p>8.4</p> <p>5.3</p>		29