



BOISE STATE UNIVERSITY
ENVIRONMENTAL HEALTH, SAFETY
AND SUSTAINABILITY

STANDARD OPERATING PROCEDURE

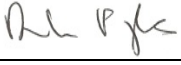
SCISSOR AND BOOM AERIAL LIFTS

College/Dept: FO&M and Auxiliaries

Division: Campus Operations

Revision: 1.0

Approval

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Overview

This SOP is written for the safe use and operation of scissor and boom style aerial lifts. The recommendations set forth in this document are to be followed while using this piece of equipment on the Boise State University campus.

Potential Hazards

- Chemical
 Thermal
 Hydraulic
 Electrical
 Slip/Trip
 Biological
 Mechanical
 Radiation
 Pneumatic
 Fire
 Fall
 Other

Hazard Specifics: Identify the specific limitations of the model being operated and possible pinch points prior to operation. A minimum distance of at least 10 feet must be maintained from energized overhead lines. Due to possible tip hazard use caution when moving equipment with the platform elevated. Standing on hand rails or the addition of height extending devices (i.e. ladder, bucket) is prohibited.
Fall protection is required during the operation of a boom style lift.

Engineering Controls (EC)

- Guarding
 Shielding/Barriers
 Local Exhaust or Paint booth
 Lockout
 Other

EC Specifics: Complete a pre-use equipment inspection to ensure protective guards are in place, and that the equipment has not been modified. Aerial lifts that are that have visible damage to tires, protective guards, or have been modified need to be removed from service (LOTO) and maintenance should be notified. When using a lift in traffic areas precautions need to be taken to protect passersby and should include physical barriers and the use of a spotter.

Personal Protective Equipment (PPE)

- Respirator
 Shoes
 Fall protection (boom lift only)
 Other

PPE Description: Body harness with lanyard attached to the boom. Additional PPE corresponding to the task being performed should be worn during lift operation.

AERIAL LIFT

Emergency Response Equipment & Supplies

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Eyewash | <input type="checkbox"/> Fire extinguisher | <input checked="" type="checkbox"/> First aid kit | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Safety shower | <input type="checkbox"/> Fire blanket | <input type="checkbox"/> Spill kit | <input type="checkbox"/> Emergency gas shutoffs |

Description: A first aid kit should be available on the job site.

Additional Safety Information

Review the manufacturer operating recommendations, specific to the lift model being operated, to verify machine load ratings and that the intended use is compatible with the specific equipment being used. Only personnel with hands on training with the equipment and the associated hazards can operate the lift.

Procedure

Plan to limit pedestrian and vehicle traffic within the immediate vicinity of lift operations with cones or signs.

- 1. Pre-use inspection** – This step is crucial to preventing potential mishaps that may result from a mechanical malfunction.
- 2. Survey the work area for potential hazards** – Prior to lift operation a hazard survey of the work area needs to take place and any potential hazards identified should be discussed among all members of the crew.
- 3. Perform the job as safe as possible** – Be aware of your operating environment, and make changes as necessary.

STEPS

1. Pre-use Inspection ([form](#)) at minimum needs to include:

Visual Inspection

- Broken, cracked or loose parts
- Leaks
- Battery and Electrical
- Tires and outriggers
- Back up alarm and Operators manual
- Oil and fuel levels
- Belt hose and motor condition
- Basket cage and gate
- Anchorage points (if equipped)

Operational Inspection

- Emergency stop and brakes
- Base operational controls
- Basket operational controls
- Foot controls (if applicable)
- Safety signs (legible)

2. Survey the work area for potential hazards.

- Overhead obstructions and energized lines
- Drop-offs or holes
- Slopes, bumps or floor obstructions
- Pedestrian or vehicle traffic
- Surfaces inadequate to support the aerial lift
- Wind and weather conditions
- Blind corners/doorways
- Other possible unsafe conditions

Boom Style Lift



AERIAL LIFT

3. Perform the job as safe as possible

- a. Set up barrier (use a spotter)
- b. Don a full body harness if using a boom lift
- c. Commence work and adjust plan as necessary
- d. No standing on handrails or the use of addition height extending devices
- e. Clean up work area
- f. LOTO equipment with deficiencies and notify maintenance

Thoroughly surveying the work area for hazards can prevent accidents.

